



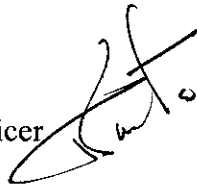
# FAIRFAX COUNTY PARK AUTHORITY

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## M E M O R A N D U M



**TO:** Chairman and Members  
Park Authority Board

**VIA:** Timothy K. White, Chief Operating Officer 

**FROM:** Miriam Morrison, Chief Financial Officer  
Administration Division

**DATE:** September 7, 2006

### *Agenda*

**Administration, Management, and Budget Committee**  
**Wednesday, September 13, 2006 – 4 p.m.**  
**Board Room – Herrity Building**  
**Chairman: Kenneth G. Feng**

1. FY 2008 Budget Submission, Fund 001, General Fund – Action\*
2. FY 2008 Budget Submission, Fund 170, Park Revenue Fund – Action\*
3. FY 2008 Budget Submission, Fund 303, General County Construction Fund – Action\*
4. FY 2008 Budget Submission, Fund 370, Park Authority Bond Construction – Information\*
5. FY 2008 Budget Submission, Fund 371, Park Capital Improvement Fund – Information \*

\*Enclosures

cc: Michael A. Kane, Director  
Leadership Team

**ACTION -**

FY 2008 Budget Submission, Fund 001, General Fund

ISSUE:

Approval of the FY 2008 General Fund (Fund 001) budget submission to the Department of Management and Budget.

RECOMMENDATION:

The Park Authority Director recommends approval of the FY 2008 General Fund (Fund 001) budget submission.

TIMING:

Board action is requested on September 27, 2006 and the submission is due to the Department of Management and Budget (DMB) on September 29, 2006.

BACKGROUND:

The FY 2008 General Fund Budget Request for baseline is \$26,046,960. Per budget guidelines, addendum items are requested for FY 2008. However, a summary of the Park Authority concerns will be included in the FY 2008 memorandum to DMB (Attachment 1). The total request for revenue is \$2,479,131.

For FY 2008, DMB has projected the baseline budget for merit salaries, pay for performance increases, and salary vacancies. The pay for performance increase for FY 2008 is 4.4%. In addition, a one percent decrease is being applied to the total personnel costs, for an across-the-board reduction for all general fund agencies in accordance with budget guidelines. The baseline budget for FY 2008 Personnel Services is projected at \$22,805,492 as compared to the FY 2007 Adopted Budget Plan of \$22,111,272. This represents an increase of \$694,220 for the effect of pay-for-performance, adjusted by the one percent reduction.

The budget guidelines for FY 2008 state that Operating Expenses must equal the FY 2007 Adopted Budget and will remain at \$5,910,197. Guidelines do not permit for baseline to include Capital Equipment; therefore, \$300,000 is submitted for separate review. Recovered Costs were increased from the FY 2007 Adopted Budget of \$2,555,277 to \$2,668,729 an increase of by \$113,452 for the effect of pay for performance.

Board Agenda Item  
September 27, 2006

Revenue is derived from Leisure Service activities and has been projected for \$2,479,131, the same level as FY 2007 Adopted Budget.

FISCAL IMPACT:

The total FY 2008 General Fund budget is \$26,346,960 and includes a baseline request of \$26,046,960 for personnel, operating, and recovered costs and \$300,000 for capital equipment. This represents an increase of \$580,768 over the FY 2007 Adopted Budget Plan of \$25,766,192. The Revenue budget totals \$2,479,131. The Net Cost to the County would be \$23,867,829.

ENCLOSED DOCUMENTS:

- Attachment 1: Memorandum to Susan Datta, Director of the Department of Management and Budget from Michael A. Kane dated September 29, 2006 RE: FY 2008 Park Authority General Fund (001) Budget Submission
- Attachment 2: Fairfax County Park Authority FY 2008 General Fund (001), Budget Request
- Attachment 3: Fairfax County Park Authority General Fund Focus and Initiatives
- Attachment 4: General Fund (Fund 001) Performance Measures
- Attachment 5: Fairfax County Park Authority FY 2008 Capital Equipment Request Summary by Cost Center, Fund 001

STAFF:

Michael A. Kane, Director  
Timothy K. White, Chief Operating Officer  
Miriam C. Morrison, Director, Administration Division  
Seema Ajrawat, Fiscal Administrator  
Susan Tavallai, Senior Budget Analyst



## FAIRFAX COUNTY PARK AUTHORITY

## MEMORANDUM

DRAFT

**TO:** Susan Datta, Director  
Department of Management and Budget

**FROM:** Michael A. Kane, Director  
Fairfax County Park Authority

**DATE:** September 29, 2006

**SUBJECT:** FY 2008 Park Authority General Fund (001) Budget Submission

Attached is the Park Authority's FY 2008 Recommended Budget for Fund 001, General Fund.

**General Fund:**

The Park Authority is submitting a FY 2008 Budget of \$26,346,960. This represents an increase of \$580,768 as compared to the FY 2007 Adopted Budget Plan of \$25,766,192. The total budget request for FY 2008 includes \$22,805,492 for Personnel Services adjusted for Pay-for-Performance including the one percent reduction for all agencies, \$5,910,197 for Operating Expenses held to the FY 2007 Adopted Budget Plan and \$2,668,729 for Recovered Costs, increased for pay for performance. Please note that \$300,000 is included for Capital Equipment, held to the FY 2007 Adopted Budget Plan level and submitted for separate review from baseline as per DMB guidelines.

**Revenue:**

The Revenue appropriation of \$2,479,131 is held to the same level as the FY 2007 Adopted Budget Plan and reflects the actual trend for Leisure Service Revenues.

**Critical Issue**

There are no FY 2008 addendum requests as part of budget submission, as set forth in the FY 2008 guidelines. Although there are no addendum requests for FY 2008, we request careful review by DMB and the County Executive of the issues facing the Authority. The Authority will be facing great challenges in the upcoming years to meet its Strategic Plan goals and goals that link to the broader Board of Supervisors Priorities and County Vision Elements. Not funding critical needs, necessary to meet and overcome issues the agency faces in the years ahead, will set the Authority back in meeting its own goals, as well as those of the.

**Natural Resource Management Plan Implementation (Fund 001)**

As a part of its stewardship mission and as the County's largest landowner, the Park Authority needs to establish a formalized program for inventory and management of natural resources. This effort meets the County's Vision of Practicing Environmental Stewardship and is supported

Susan Datta  
September 29, 2006  
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in the Board of Supervisors' Environmental Agenda and the Park Authority Natural Resource Management Plan (NRMP). Implementation of the components of the Natural Resource Management Plans is imperative as costs only increase with time. The agency is at a critical stage for the NRMP and cannot continue to make significant progress without additional staff and funding for implementation. Continuation of this under funding will result in little progress of the plan and degradation of resources that cannot be reclaimed once lost.

The Park Authority Board has discussed the agency's critical issues with their Board of Supervisor liaison. [ADD PAB FEEDBACK HERE IF SUPPORT FROM BOS WAS RECEIVED-- OR RESULTS OF MEETINGS.]

The Park Authority Board has reviewed and approved the FY 2008 Budget Submission for the General Fund (001) on September 27, 2006. The Park Authority Board requests DMB to carefully review the critical concerns of this agency. These issues are not only concerns for FY 2008 but for the present and future direction of this agency, its Strategic Plan and link with the County Vision Elements and BOS Priorities.

If you have any questions regarding this submission please contact Seema Ajrawat at (703) 324-8780 or Susan Tavallai at (703) 324-8509.

#### Attachment

cc: Robert Stalzer, Deputy County Executive  
Timothy White, Deputy Director, Park Authority  
Miriam Morrison, Director, Administration Division  
Angela Annibale, Budget Analyst, Department of Management and Budget  
Martha Reed, Budget Manager, Department of Management and Budget

**Fairfax County Park Authority  
FY 2008 GENERAL FUND (001)  
BUDGET REQUEST**

**AGENCY MISSION:** To set aside public spaces for, and assist citizens in, the protection and enhancement of environmental values, diversity of natural habitats and cultural heritage to guarantee that these resources will be available to both present and future generations; to create and sustain quality facilities and services that offer citizens opportunities for recreation, improvement of their physical and mental well-being and enhancement of their quality of life.


CATEGORY	FY2006 ACTUAL	FY2007 ADOPTED	FY2008 BASELINE	FY2008 CAPITAL EQUIPMENT	FY2008 RECOMMENDED
<b>POSITION/STAFF YEARS</b>	<b>382/379.5</b>	<b>383/380.5</b>	<b>383/380.5</b>		<b>383/380.5</b>
PERSONNEL SERVICES - Character 20	\$20,036,602	\$22,111,272	\$22,805,492		\$22,805,492
OPERATING EXPENSES - Character 30	\$6,155,618	\$5,910,197	\$5,910,197		\$5,910,197
CAPITAL EQUIPMENT - Character 60	\$299,894	\$300,000	\$0	\$300,000	\$300,000
<b>SUBTOTAL</b>	<b>\$26,492,114</b>	<b>\$28,321,469</b>	<b>\$28,715,689</b>	<b>\$300,000</b>	<b>\$29,015,689</b>
RECOVERED COSTS- Character 40	(\$2,143,183)	(\$2,555,277)	(\$2,668,729)		(\$2,668,729)
<b>TOTAL EXPENDITURES</b>	<b>\$24,348,931</b>	<b>\$25,766,192</b>	<b>\$26,046,960</b>	<b>\$300,000</b>	<b>\$26,346,960</b>
<b>REVENUE</b>	<b>\$2,459,922</b>	<b>\$2,479,131</b>	<b>\$2,479,131</b>	<b>\$0</b>	<b>\$2,479,131</b>
<b>Net Cost to the County</b>	<b>\$21,889,009</b>	<b>\$23,287,061</b>	<b>\$23,567,829</b>	<b>\$300,000</b>	<b>\$23,867,829</b>

CATEGORY	FY2006 ACTUAL	FY2007 ADOPTED	FY2008 BASELINE	FY2008 CAPITAL EQUIPMENT	FY2008 RECOMMENDED
<b>SUMMARY BY COST CENTER</b>					
Administration	\$4,534,855	\$4,235,754	\$4,336,490		\$4,336,490
Area Management	5,354,721	\$6,303,734	\$6,467,445		\$6,467,445
Facility & Equipment Maintenance	3,681,758	\$3,873,696	\$3,636,709	\$300,000	\$3,936,709
Planning & Development	1,537,110	\$1,541,861	\$1,577,328		\$1,577,328
REC Activities	\$4,564,142	\$4,875,528	\$4,960,032		\$4,960,032
Resource Management	4,676,345	\$4,935,619	\$5,068,956		\$5,068,956
<b>TOTAL EXPENDITURES</b>	<b>\$24,348,931</b>	<b>\$25,766,192</b>	<b>\$26,046,960</b>	<b>\$300,000</b>	<b>\$26,346,960</b>


# Fairfax County Park Authority

## General Fund Focus and Initiatives



### New Initiatives and Recent Accomplishments in Support of the Fairfax County Vision

 <b>Maintaining Safe and Caring Communities</b>	<b>Recent Success</b>	<b>FY 2008 Initiative</b>
Support gang awareness and prevention efforts through a variety of community-based collaborations. Participate in the Partnership for Youth, After School Network, a countywide initiative bringing together County agencies, businesses and parents to focus on programs for middle-school aged children.	✓	✓
Through Community Connections Initiatives, establish dialogue with ethnic community leadership to develop better understanding of park and service needs and use practices and gain diverse perspectives on park planning efforts	✓	✓
Invest in the community's youth through a variety of initiatives that promote good character and citizenship, healthy lifestyles, and developmental opportunities. Expand the "Character Counts!" programs to all youth programming. Expand "Healthy and Strong All Summer Long", first piloted in 2007 to all Rec-PAC sites. Manage variety of programs that offer opportunities to develop lifelong skills.	✓	✓
Increased Rec-PAC scholarships for income-eligible children by 28% serving 1,074 participants through 5,666 weeks of camp. Approximately 61 percent of participants received reduced fees. Continue to work with Systems Management and community leaders to target at-risk children for Rec-PAC participation.	✓	✓
Offer summer camp opportunities for at-risk teens through collaborations with County agencies and private funding partners. Urban Adventures camp allows police-identified, at-risk young teens to experience outdoor adventure programs and participate in career development activities. Ravens-Quest camp helps teens explore environmental stewardship and conservation issues and experience parks and potential career opportunities in the recreation field.	✓	✓
Expand volunteer opportunities to enhance Park Authority programs, services and planning processes. Continue to develop strategies that meet diverse skills and availability. In FY 2006, the Park Authority had approximately 2,000 volunteers who contributed nearly 150,000 hours. In addition, efforts to provide additional opportunities for public input on park planning and development have increased and been well received.	✓	✓
Hidden Oaks Nature Center will pilot a project, "No child left inside", to unplug children from computers and connect them with Nature. To accomplish this, an area will be established for unstructured nature exploration in the woods. Equipment will be provided for the children and benches for the parents.		✓
Provide Leisure Coaches to encourage children with disabilities to engage in inclusive recreational experiences in partnership with Community and Recreation Services.	✓	✓


## Fairfax County Park Authority General Fund Focus and Initiatives

 <b>Building Livable Spaces</b>	<b>Recent Success</b>	<b>FY 2008 Initiative</b>
<p>Sustain the viability of park buildings and infrastructure through renovation, stabilization and repairs. The 2004 Needs Assessment identified strong citizen support for maintaining and renovating existing park facilities. Based on the outcome, 37% of the 2004 park bond was devoted to renovation, the highest percentage of any park bond program. Renovation projects in the 2004 bond included major building system replacements, parking lot and entrance road replacements and extensive historic site renovations and preservation projects.</p>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<p>Provide quality recreational opportunities through the construction and development of playgrounds and picnic areas, tennis courts, multi-use courts, trails, and irrigated and lighted athletic fields. Recent projects include the Clemyjontri accessible playground and carousel, irrigation of athletic fields, Lake Accotink and Difficult Run trails, Laurel Hill Greenway-Giles Run bridge and Lake Fairfax fully accessible waterfront. Projects in progress include Patriot Park Phase I, Grouped Athletic field lighting, and Ossian Hall Park.</p>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<p>Low impact development techniques, such as bioretention and permeable pavement provide quantity and quality control of storm water. These techniques have been considered for several 2004 bond projects including Hutchison School Site, Lake Fairfax Core Area Phase II, Hidden Oaks Parking Lot and Spring Hill Parking Lot.</p>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<p>A 2006 Interim bond program was authorized in the amount of \$25 million to support land acquisition, artificial turf fields, and trails. The support of this interim bond program demonstrates the need for capital investment in parks.</p>	<input checked="" type="checkbox"/>	
<p>Assure accessibility to park facilities and programs and compliance with federal mandates by implementing the updated Americans with Disabilities Act Transition. Support county initiatives for accessibility through active participation on the Smart Design Team.</p>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<p>Updated the Parks and Recreation section of the County Comprehensive Plan Policy element. These County park policies guide decision making and planning relevant to park service levels, land use, development and protection of natural and cultural resources on parklands. District-level Long Range plans will be developed using the adopted policies and result in amendments to County Comp Plan Area Plan element park recommendations.</p>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

## Fairfax County Park Authority General Fund Focus and Initiatives

 <b>Connecting People and Places</b>	<b>Recent Success</b>	<b>FY 2008 Initiative</b>
Expand outreach opportunities for residents to access Natural and Cultural Resources topics from home via the internet. Viewing online exhibits, technical programs, and articles from Museums Collections. Resources on line will continue to be enhanced creating an e-mail subscriber base and production of a Museums Collections brochure. In FY 2007 an exhibit will be completed that will travel through the library system.		✓
Enhanced telephone hotline providing more than 4,500 customers with one-stop information about the summer entertainment series, allowing customers to call 324-SHOW anytime, 24 hours a day, to obtain weather cancellation information, directions to performance locations, and links to concert information. Future enhancements will allow customers to search concert offerings by musical genre, location and date through the public web site.	✓	✓
Address diversity and build capability to provide services to citizens who do not speak English as their primary language. Expanded Spanish language public services announcements initiated last year. Produced promotional/registration materials in Spanish; distributed through the schools and community organizations for Rec PAC.	✓	✓
Celebrated Trailfest to mark the completion of the Cross County Trail, a trail connecting all nine magisterial districts along the County's two largest stream valleys. This multi-use trail will extend from the Occoquan River, south of Laurel Hill, to the Potomac River north of Great Falls Park providing a north/south corridor within five miles of more than half of the residents of Fairfax County. Trailfest included a full day of over 100 local events organized by volunteers along the length of the trail.	✓	✓
Partnered with area organizations for the bi-annual watershed clean up days. The March 2007 event will be offered in collaboration with the Potomac clean up.	✓	✓
 <b>Maintaining Healthy Economies</b>	<b>Recent Success</b>	<b>FY 2008 Initiative</b>
Using updated Needs Assessment data and Facility Conditions Assessment, park capital projects will be identified and prioritized to best meet needs of citizens and to replace and renovate facilities to support the scheduled 2008 Park Bond Referendum.		✓
A detailed review of the park proffer contributions and zoning regulations for park dedications, contributions and/or facilities from private development seeks to strengthen the nexus between impacts to parks and mitigation and offsets proffered.	✓	
Invest in the community with the Mastenbrook Volunteer Matching Fund Grant Program. To date, 66 grants have been awarded totaling \$477,555. These funds have leveraged an additional \$1,216,614 of investment in County parks.	✓	✓

## Fairfax County Park Authority General Fund Focus and Initiatives

Support the county's many dual income and single parent families by providing increased access to structured summer programs during the summer, non-school season. Expanded number of shifted-hour sites to 26, half of all program locations. Established 4 modified school calendar sites for Rec-PAC to serve children enrolled in year-round schools.	✓	✓
Established organization-wide succession planning and talent management models. Implemented comprehensive leadership development programs to cultivate leadership capacity within the organization. Continue to implement leadership programs and operational succession planning and talent management programs, and, refine recruitment practices and total compensation strategies to strengthen external sourcing.	✓	✓
 <b>Practicing Environmental Stewardship</b>	<b>Recent Success</b>	<b>FY 2008 Initiative</b>
The Invasive Management Area pilot program was kicked off in FY06 and is a volunteer led project designed to reduce invasive plants on parklands and to draw attention to the threat invasive plants pose to natural areas. For the initial program, approximately 20 leaders were recruited and have committed to invasive management practices in defined areas of specific parks.	✓	✓
Completed the 2006-2010 Cultural Resource Management Plan which was approved by the Park Authority Board in April, 2006. Focus over the first two years of implementation will be on education, outreach and partnerships.	✓	✓
Development and interpretation of the new 20 space Low Impact Development parking lot at Hidden Oaks Nature Center.		✓
Implement the Huntley Meadows Central Wetland Restoration Management Plan that will guide design, construction and long term management of this unique ecosystem to ensure its existence for future generations to learn about the importance of wetlands in our environment.		✓
Continue implementation of the 2004-2008 Natural Resource Management Plans which was approved by the Park Authority Board in FY 2004.	✓	✓
Initiate a new Resource Stewardship program in Sully Woodlands, a park assemblage that will educate citizens about the rich natural and cultural heritage of western Fairfax County and will develop community involvement in natural and cultural resource management projects. New interpretive programs and activities have been developed with support from Cub Run RECenter and the E.C. Lawrence Park.		✓
Develop a Stewardship Education Initiative that focuses on the meaning of stewardship and on education and actions that can be taken by staff to protect natural and cultural resources	✓	✓

## Fairfax County Park Authority General Fund Focus and Initiatives

Build upon first year success of Ravens Quest, an environmental education camp designed for teens. Ravens-Quest camp helps teens explore environmental stewardship and conservation issues and experience parks and potential career opportunities in the recreation field.	✓	✓
Developed and implemented Natural Resource Inventories and site specific Natural Resource Management Plans to appropriately acquire, develop and manage master planned parks.	✓	✓
Collaborated with the Fairfax County Public Schools (FCPS) to increase involvement of teachers and students in understanding the natural and cultural resources of Fairfax County Parks. Continue partnership with FCPS through meetings with curriculum coordinators and teacher in-service training.	✓	
Partnered with Earth Sangha to plant trees in several parks and to implement many of the horticultural aspects of the Master Plan for Marie Butler Leven Preserve. In FY 2008, Earth Sangha will continue to implement plans for the Marie Butler Leven Preserve including removing invasive plants and planting native vegetation.	✓	✓
Began using "Green Building" techniques where feasible during FY 2005 and will continue to use these techniques in future years. During renovation projects synthetic building materials are used in lieu of natural building materials. Recently, several roofs were replaced with recycled material. Synthetic decking and siding were also utilized on several structures conserving natural resources and lessening future maintenance needs.	✓	✓
Assist cultural resource protection, park and County planners in the cost effective implementation of cultural resource protection strategies through the expansion of the GIS Archaeology and Civil War Sites Inventory analytical tools along with the development of an enhanced version of Green Infrastructure.	✓	✓
Protect and preserve open space by acquiring parkland through bond proceeds, land donations, and individual monetary donations for open space preservation. In FY 2006, 160 acres of parkland were acquired. The Salona Conservation Easement preserved an additional 41 acres of open space. Many of the acquisitions completed in FY 2006 were in areas of high deficiency for parkland and recreational uses.	✓	✓
Implemented a Green Procurement Policy to provide guidelines on environmentally friendly purchasing of goods and services. FY 2007 initiatives include education and establishing a clearing house for products.	✓	✓
Improve area lakes and ponds in order to better accommodate floodwaters and reduce downstream erosion and pollution.	✓	✓
Obtained a state grant and designed and installed interpretive and educational signage along the Cross County Trail addressing natural resource stewardship issues such as management of non-native invasive plants and protection of riparian areas.	✓	
Partnered with Friends of Accotink Creek to educate and provide human resources for clean-up campaigns within the waterway.	✓	✓


## Fairfax County Park Authority General Fund Focus and Initiatives

Fostered a partnership with Mid-Atlantic Off Road Enthusiasts to develop and maintain trails within stream valleys and watersheds located nearby Audrey Moore RECenter.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Initiate an Energy Management Program that will begin with initial retrofits at select Park Authority facilities where energy usage is highest and provide initial implementation of the Energy Star program.		<input checked="" type="checkbox"/>

## Fairfax County Park Authority General Fund Focus and Initiatives

 <b>Creating a Culture of Engagement</b>	<b>Recent Success</b>	<b>FY 2008 Initiative</b>
<p>Continue participation in the Strengthening Neighborhoods and Building Community Springfield Community Resource Team that meets monthly and addresses community health issues and works collaboratively with other County agencies on addressing challenges. Addresses community appearance, gang prevention, residential and commercial challenges, diversity issues, capacity building and community resiliency. In addition, the Park Authority is in discussion with the Human Service Systems Manager regarding becoming an active participant in the Neighborhood College.</p>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<p>Explore a partnership with the Park Authority, United States Tennis Association (USTA) and the Thai Tennis Organization to provide access to court times for which the Park Authority will stand to receive significant grant money through USTA community tennis diversity initiatives. This has potential to expand minority use of facilities through similar ethnic community tennis organizations.</p>		<input checked="" type="checkbox"/>
<p>Expand park related programs/exhibits offered at Fairfax County Public Libraries to meet the needs of the counties diverse population.</p>		<input checked="" type="checkbox"/>
<p>Enhance opportunities for citizens to participate in Adopt-a-Field Programs through the publication of the Athletic Field Maintenance Manual, which guides staff and community Adopt-a-Field partners in proper field maintenance techniques.</p>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<p>Accelerate and expand on initiatives to connect with and improve services to diverse communities. Increase awareness of existing services through expanded initiatives with ethnic media and presentations to ethnic communities. Improve access and lower barriers to service through increased bi-lingual capabilities. Identify community needs and assets through targeted recreational needs surveys and focus groups. Develop strategic partnerships with community and ethnic organizations. Target programs to community needs and enhance staff awareness and training in understanding diverse community needs.</p>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<p>Partnered with the Bureau of Land Management to identify archaeological resources on Meadowood Farm on Mason Neck. The Bureau of Land Management provided a cost share challenge grant allowing for two archaeologists to be hired to supervise volunteers. More than 200 sites were identified. A report was finalized in FY 2007 and educational materials were prepared.</p>	<input checked="" type="checkbox"/>	

## Fairfax County Park Authority General Fund Focus and Initiatives

Continued implementation of Laurel Hill Master Plan will proceed on approved public private partnerships. Using professional planning and design contractors to leverage staff resources, engage in public dialogue and briefings about active Laurel Hill projects including the Sportsplex; Cold War Museum; Equestrian Center; opening of Areas G and H for public use and develop a Laurel Hill wayfaring and signing plan. Make application for Public Use permit (2232) and Special Exception for Sportsplex development. Complete negotiation of public-private partnerships for Sportsplex and Cold War Museum developments and continue coordination with South County Secondary School for use of parkland for cross country practice and meets.	✓	✓
Rehabilitate buildings at Nike Control site, Laurel Hill Park for use by public groups.		✓
 <b>Exercising Corporate Stewardship</b>	<b>Recent Success</b>	<b>FY 2008 Initiative</b>
Continue efforts to exercise sound management of resources and assets by moving forward with an aggressive Grants Management Plan that seeks significant corporate and foundation funding for unfunded and under funded Park Authority projects and programs.	✓	✓
Update and refine the Comprehensive Annual Fund Management Plan that provides an overview of the Park Authority's five major funding sources.	✓	✓
Automate the cash report reconciliation process which includes electronic credit card payments and cash deposits through creation of a data base. Continue to program the linkage from the database to automatically upload cash reports to the County's Financial and Management Information System, currently 8,000 manual transactions per week to enhance the process.		✓
Review/identify requirements and prepare Park Authority's Financial Report in accordance with Government Finance Officers Association guidelines to ensure the report conforms to generally accepted accounting principles and includes all elements of a complete Comprehensive Annual Financial Report.	✓	✓
Pilot agency, working with the Department of Finance, to implement and develop management reports for the Data Analysis Retrieval Tool, a web based warehouse data system that allows formatted reports for agencies.	✓	
Coordinate the Summer Arts Cultural Series, offering over 200 free summer concerts at 30 park sites with an estimated audience of 69,800. The program is enabled by contributions of over \$243,709 from major corporations, small businesses and individual donors. Established new Songs on the Potomac concert series at Riverbend Park featuring singer-songwriter performances.	✓	✓

## Fairfax County Park Authority General Fund Focus and Initiatives

Changed from a traditional five-day work week to a seven-day grounds maintenance schedule to provide weekend service, including: trash removal, determining athletic field playability, and restroom and picnic area cleanup.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Conduct assessment of Frying Pan Farm Park operations against the American Association of Museums standards. Prepared and submitted accreditation package following Museum Assessment Program conducted in FY 2007.		<input checked="" type="checkbox"/>
Pursue agency accreditation through the National Recreation and Park Association to become a CAPRA (Commission for Accreditation of Park and Recreation Agencies) accredited agency.		<input checked="" type="checkbox"/>

## General Fund (001) Performance Measures

### Administration

### Key Performance Measures

#### Goal

To implement Park Authority Board policies and provide high quality administrative and business support to all levels of the Park Authority in order to assist division management in achieving Park Authority mission-related objectives.

#### Performance Measurement Results

Workloads continued to increase as a result of the opening of Cub Run RECenter in FY 2005 and the opening of the Laurel Hill Golf Course in FY 2006. Customer satisfaction for FY 2006 was at 97 percent and is expected to decrease to 90 percent by FY 2008. This is the result of increased workload demands without increases to administrative support staff. The division accomplished 73 percent of its work plan objectives for FY 2006, and the division will make every effort to achieve its objective target of 80 percent for FY 2007 and FY 2008.

## Performance Measurement Agency Preview

### 001, General Fund Fairfax County Park Authority

#### Administration

##### Objective

To manage expenditures, revenues, and personnel and to provide safety and information technology services for the Park Authority, with at least 90 percent customer satisfaction, while achieving at least 80 percent of the approved administration division's work plan objectives.

#### Performance Indicators

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2004 Actual	FY 2005 Actual	FY 2006 Estimate/Actual	FY 2007	FY 2008
<b>Output</b>					
Annual expenditures in budgets administered	\$21,315,310	\$22,772,089	\$25,393,907 / \$25,439,419	\$28,473,669	\$31,569,698
Employees (regular merit and limited term)	2,623	2,967	2,749 / 3,082	2,800	2,950
PCs, servers, and printers	553	644	670 / 681	681	701
<b>Efficiency</b>					
Expenditures per Purchasing/ Finance SYE	\$926,753	\$1,012,093	\$1,128,618 / \$1,130,641	\$1,265,496	\$1,403,098
Agency employees served per HR SYE	309	371	344 / 342	350	369
IT Components per IT SYE	92.17	107.33	111.67 / 100.00	113.50	116.83
<b>Service Quality</b>					
Customer satisfaction	96%	91%	75% / 97%	95%	90%
<b>Outcome</b>					
Percent of annual work plan objectives achieved	85%	77%	80% / 73%	80%	80%

## Area Management

### Key Performance Measures

#### Goal

To manage, protect, and maintain park structures, equipment, and support systems in an efficient, effective, and safe manner for County citizens and other park users in order to satisfy leisure needs. To work with citizens, community groups, the private sector, and other agencies in meeting the public need and supporting other Park Authority divisions in the fulfillment of their mission.

### Performance Measurement Results

In FY 2006, cost of trail maintenance rose, maintainable linear feet increased by 11 miles, customer satisfaction declined slightly from 69 percent in FY 2005 to 67 percent in FY 2006. Percent of trails maintained to standard is expected to increase from FY 2006 at 18 percent to 20 percent in FY 2007 and FY 2008. Trails to be maintained in FY 2006 were 1,134,746 linear feet (215 miles). There is a projected increase of 21,120 linear feet (4 miles) in FY 2007 and 36,960 linear feet (7 miles) of new trails to be added in FY 2008, bringing the total of trails to 1,192,826 linear feet (226 miles) in FY 2008. The trail maintenance costs were re-evaluated in October 2005 using the Guide to Trail Management, and by factoring in FY 2006 labor material equipment, and fuel costs. A new trail maintenance standard cost of \$0.46 per linear was calculated. There appears to be a direct correlation with the rise in fuel costs and material costs. The contractors are passing on their increased fuel costs by raising the price of delivered materials and/or contracted repairs. With the increase of material costs in 2006 and projected material increases in FY 2007 and FY 2008 coupled with the increase of trails and labor costs, \$0.50 will be the cost per linear foot rising \$.04 per foot from the FY 2006 actual for FY 2007 and FY 2008. In the FY 2006 Performance Measures Satisfaction Survey, Trail satisfaction was rated at 67 percent, and satisfaction is projected to increase to 70 percent for FY 2007, and FY 2008. The percent of trails maintained to standard increased to 40 percent in FY 2006 as compared to 17 percent in FY 2005. The overall goal for FY 2008 is to maintain trails to standard.

In FY 2006, the Park Authority provided full service maintenance on 288 athletic fields in parks throughout Fairfax County to which 86 are lighted and 133 are irrigated. While there is no projected increase in athletic fields for FY 2007, for FY 2008 there will be an increase of five new athletic fields: Patriot Park (4) lighted synthetic rectangle fields) and Dulles Corner (1) 90' lighted and irrigated ball diamond field). The increase in maintenance costs in FY 2006 are a result of the rising utility costs. Utility costs are expected to continue to rise along with materials used to maintain the fields due to the rise in fuel cost a primary need for field maintenance. Athletic field availability remained constant at 97 percent from FY 2005 through FY 2006, and expectations of athletic field availability remain at 97 percent for FY 2007 and FY 2008.

## Area Management

### Objective

To maintain 1,192,826 linear feet (226 miles) of Park Authority trails and maintaining to the standard of \$0.50 per linear foot, while achieving at least a 70 percent customer satisfaction rating. (1)

### Performance Indicators

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2004 Actual	FY 2005 Actual	FY 2006 Estimate/Actual	FY 2007	FY 2008
<b>Output</b>					
Maintainable linear feet of trail	1,076,294	1,077,194	1,114,182 / 1,134,746	1,155,866	1,192,826
<b>Efficiency</b>					
Expenditure per linear foot of trail	\$0.10	\$0.11	\$0.11 / \$0.19	\$0.20	\$0.50
<b>Service Quality</b>					
Customer satisfaction	67%	69%	70% / 67%	70%	70%
<b>Outcome</b>					
Percent of trails maintained to standard	19%	17%	20% / 40%	40%	100%

**Objective**

To maintain 293 safe and playable Park Authority athletic fields while achieving at least 97 percent field availability. (2)

**Performance Indicators**

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2004 Actual	FY 2005 Actual	FY 2006 Estimate/Actual	FY 2007	FY 2008
<b>Output</b>					
Athletic fields	274	275	289 / 288	288	293
<b>Efficiency</b>					
Cost per Park Authority athletic field	\$7,885	\$7,840	\$7,881 / \$8,071	\$7,918	\$8,522
<b>Outcome</b>					
Percent of Park Authority athletic fields available for use	98%	97%	96% / 97%	97%	97%

(1) The trail maintenance costs were re-evaluated in October 2005 using the Guide to Trail Management and factoring in FY 2006 labor costs and material costs. Based upon current labor and material costs the trail maintenance standard is \$0.46 per linear foot for FY06. With the increase of fuel in 2006 and projected fuel increases in FY 2007 and FY 2008 coupled with the increase of trails and labor costs, using the same methodology, the standard \$0.50 will be used for FY 2007 and FY 2008.

(2) In FY 2006 \$367,659 were expended in utilities costs. With the continuous rise in fuel which affects much of the costs associated with field maintenance coupled with the rise in utilities and new athletic fields in FY 2008, the cost of athletic field maintenance will continue to rise.

## Facilities and Equipment Maintenance

### Key Performance Measures

#### Goal

To protect and maintain park facilities, structures, equipment, and support systems in an efficient, effective routine and life cycle maintenance application to ensure safety and attractiveness and maximize useful life. To work with citizens, community groups, the private sector and other agencies in meeting the public need and supporting other Park Authority divisions in the fulfillment of their mission.

### Performance Measurement Results

Equipment Support, and equipment maintenance section experienced extensive position vacancies, increased equipment costs, higher customer equipment service satisfaction, and lower percent of equipment available for use in FY 2006. The recognized industry standard for maintainable equipment is 39 equipment equivalents per Service Year Equivalent (SYE). The Park Authority currently addresses equipment maintenance requirements with 6 SYEs or 71.5 equipment equivalents per SYE. In FY 2006, the staff saw equipment equivalents increase by seven percent, which according to industry standards would require a staff of 11.74 to service the equipment. Equipment equivalents rose from 429 in FY 2005 to 458 in FY 2006. Equipment equivalents are expected to remain at this level for FY 2007 and FY 2008 as older equipment is replaced. The cost per equipment equivalent fell in FY 2006 to \$1,177 due to extensive vacancies. Costs are expected to increase for FY 2007 and FY 2008 as positions are filled back to normal cost levels. Customers satisfied with equipment service rose significantly to 93 percent in FY2006. The overall goal for customers satisfied with equipment is expected to be at 80 percent or better in FY 2007 and FY 2008. The percent of equipment available for use dropped to 80 percent in FY 2006. Equipment availability is expected to remain at the 80 percent level for FY 2007 and FY 2008. The decrease in availability is largely due to the quantity of staff available, the age and condition of the existing fleet, and the amount of equipment that requires servicing. As the equipment continues to increase in age and quantity with the staff remaining at the same level, cost to maintain equipment may appear to decrease, however there appears to a direct correlation between the decreases on the percentage of equipment available and cost to maintain the equipment.

Facilities Maintenance experienced position vacancies, saw a rise in square feet maintained, a rise in cost per square foot, and a rise satisfied customers in FY 2006. Maintainable square feet for building and facilities rose in FY 2006 to 418,626 maintainable square feet and are expected to remain at this level for FY 2007 and FY 2008. In addition, Facilities Maintenance has seen the average maintenance per square foot rise to \$3.11 per square foot in FY 2006. Due to labor cost increases, material cost increases, and the types of facilities requiring maintenance such as National Historic Registered Sights and non office types of buildings, costs are expected to rise per square foot for FY 2007 and FY 2008. The Park Authority continues to identify efficiencies that will maintain the cost per square foot to meet the overall average \$4.00 per square foot. Service Quality rose from 75 percent in FY 2005 to 83 percent in FY 2006. For FY 2007 and FY 2008, there is a goal of 80 percent or better in service quality.

## Facilities and Equipment Maintenance

### Objective

To ensure 80 percent equipment availability through preventive and corrective maintenance for 458 equipment equivalencies while maintaining a customer satisfaction rating of at least 80 percent. (1)

### Performance Indicators

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2004 Actual	FY 2005 Actual	FY 2006 Estimate/Actual	FY 2007	FY 2008
<b>Output</b>					
Maintainable equipment equivalents	426	429	429 / 458	458	458
<b>Efficiency</b>					
Cost per equipment equivalent	\$1,492.54	\$1,462.21	\$1,504.25 / \$1,177.00	\$1,367.00	\$1,413.00
<b>Service Quality</b>					
Percent of customers satisfied with equipment service	82%	75%	80% / 93%	80%	80%
<b>Outcome</b>					
Percent of equipment available for use	94%	85%	85% / 80%	80%	80%

**Objective**

To maintain 418,626 square feet of space within 10 percent of the FCPA Standard, while maintaining a customer satisfaction rating of 80 percent in order to provide preventive maintenance for Park Authority buildings and facilities. (2)

**Performance Indicators**

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2004 Actual	FY 2005 Actual	FY 2006 Estimate/Actual	FY 2007	FY 2008
<b>Output</b>					
Square feet maintained	415,746	415,746	415,746 / 418,626	418,626	418,626
<b>Efficiency</b>					
Cost per square foot	\$3.02	\$3.05	\$3.06 / \$3.11	\$4.02	\$4.16
<b>Service Quality</b>					
Percent of survey respondents satisfied with services	68%	75%	80% / 83%	80%	80%
<b>Outcome</b>					
Percent difference in cost per sq. ft. as compared to agency standard (within 10 percent)	0%	1%	1% / 3%	1%	1%

(1) FY 2006 actual input low due to position vacancies.

Recognized industry standard is 39 equipment equivalents per SYE (FCPA Equipment Maintenance - 6 SYE's)  $458 / 39 = 11.75$  full time staff to maintain equipment.

(2) FY 2006 Actual Input low due to position vacancies.

Beginning in FY 2007 FCPA new building and facilities standard will be \$4.00 per square foot. FCPA maintains National Historic Registered Sights and facilities that are not categorized as office buildings. In addition, cost of labor has risen since FY 2004.

## Planning and Development

### Key Performance Measures

#### Goal

To provide the technical expertise necessary to comprehensively plan, acquire, protect, and develop the County Park System, including facilities, in accordance with the priorities as established by the Park Authority Board.

#### Performance Measurement Results

The Park Authority has been challenged to acquire increased percentages of the total county landmass. In FY 2006, the Park Authority acquired 160 acres of new parkland, bringing our total land holdings to 23,677. However, the percent change in new parkland acquired, dedicated or proffered is anticipated to level off over time due to the limited available acres of open space in the County. To help address this issue, in FY 2006 the Park Authority acquired a 41-acre conservation easement on the Salona property in Mclean. Within this easement, 10 acres will be placed in active recreation, the historic home will remain, trail connections will be made and natural and cultural resources protected and interpreted. The Park Authority also completed 85 percent of approved Master Plans and 81 percent of Capital Improvement projects in FY 2006. The completion of Master Plans is part of a public input process that can be scheduled over a multiyear period. In FY 2004, a new methodology was adopted for calculating Master Plan completions, changing from "Master Plans" to "Master Plan Milestone Tasks." Master Plan Milestone Tasks are more discrete units that can be completed in a timelier manner. In FY 2005, a new methodology was adopted for calculating the average staff days per completed capital project by combining the bid and construction phase. In FY 2006 the average days per completed capital project increased to 61 as a large number of major construction projects were initiated or completed. The percent of Capital Improvement Plan projects completed on time and within budget was 92 percent in FY 2006 and is projected to remain high at 90 percent for FY 2007 and FY 2008.

## Planning and Development

### Objective

To acquire 200 additional acres of parkland per year, reflecting an increase of 0.8 percent, as approved by the Park Authority Board in the approved Work Plan. (1)

### Performance Indicators

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2004 Actual	FY 2005 Actual	FY 2006 Estimate/Actual	FY 2007	FY 2008
<b>Output</b>					
Cumulative acres of park land acquired, dedicated, or proffered (1)	22,975	23,517	23,717 / 23,677	23,877	24,077
<b>Efficiency</b>					
Average staff days per acre acquired	1.50	1.20	3.25 / 4.03	3.25	3.50
<b>Service Quality</b>					
Percent of completed acquisitions not requiring litigation	86%	100%	80% / 100%	80%	80%
<b>Outcome</b>					
Percent change in new parkland acquired, dedicated, or proffered	1.9%	2.4%	0.9% / 0.7%	0.8%	0.8%

**Objective**

To complete 85 percent of the Park Authority Board approved Master Plan Milestone Tasks, toward a target of 90 percent, in order to increase outreach initiatives and involvement with the County's diverse population.

**Performance Indicators**

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2004 Actual	FY 2005 Actual	FY 2006 Estimate/Actual	FY 2007	FY 2008
<b>Output</b>					
Master plans identified in Work Plan	23	17	13 / 10	14	4
<b>Efficiency</b>					
Average staff days per completed Master Plan project	50	60	70 / 80	80	80
<b>Service Quality</b>					
Percent of Master Plan Milestones met within time frame	75%	80%	80% / 80%	80%	80%
<b>Outcome</b>					
Percent of total Master Plan completed from Work Plan Milestones	75%	85%	85% / 85%	85%	85%

**Objective**

To complete at least 80 percent of the total Capital Improvement Plan projects as directed by the Park Authority Board in the approved Work Plan on time and within budget, in order to plan, acquire, protect, and develop the Fairfax County Park System. (2)

**Performance Indicators**

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2004 Actual	FY 2005 Actual	FY 2006 Estimate/Actual	FY 2007	FY 2008
<b>Output</b>					
Capital Improvement projects undertaken	104	90	105 / 85	95	90
<b>Efficiency</b>					
Average staff days per completed Capital Improvement plan or project (2)	33	40	49 / 61	55	57
<b>Service Quality</b>					
Percent of Capital Improvement projects completed on time and within budget	87%	93%	90% / 92%	90%	90%
<b>Outcome</b>					
Percent of total Capital Improvement Plan projects completed from Work Plan	84%	82%	80% / 81%	80%	80%

(1) In FY 2006 the Park Authority acquired 160 acres of parkland; in addition, 41 acres of open space was also preserved with the Salona Conservation Easement, for a total of 201 acres.

(2) In FY 2005, a new methodology was adopted for calculating the average staff days per completed capital project by combining the bid and construction phase, therefore reducing the number of task and increasing the average days per task.

## REC Activities

### Key Performance Measures

#### Goal

To meet the leisure needs of County residents, guests and visitors through the provision of high quality outdoor recreational facilities and an extensive array of recreational classes, camps, tours and other programs and facilities.

#### Performance Measurement Results

A survey instrument gauges customer satisfaction with recreational activities provided by the Park Authority. This external survey tool was designed to measure how important various park resources or services are in the lives of Fairfax County households. The Service Quality outcome of this survey reflects the percent of respondents who rated their satisfaction as 8, 9 or 10 on a scale of 1 to 10, with 1 as the "worst" and 10 as the "best" quality. The satisfaction rating at the end of FY 2006 is 72 percent, a 2 percentage point improvement over FY 2005, but 3 percentage points below the target. FCPA will strive to achieve the 75 percent target by being more responsive to customer input and needs as identified in the survey results for FY 2007 and FY 2008. The percentage of households indicating parks/recreation services are "very" important or "extremely" important to their quality of life exceeded the goal for FY 2006 at 79 percent and is expected to achieve the target of 75 percent for both FY 2007 and FY 2008.

## REC Activities

### Objective

To achieve and maintain a rate of 7 service contacts per household and a customer satisfaction rate of 75 percent in order to enhance the quality of life of the citizens of Fairfax County through education and active participation in park, recreation and leisure activities.

### Performance Indicators

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2004 Actual	FY 2005 Actual	FY 2006 Estimate/Actual	FY 2007	FY 2008
<b>Output</b>					
Service contacts	2,546,387	2,662,638	2,690,660 / 2,688,584	2,738,120	2,785,580
<b>Efficiency</b>					
Service contacts per household	6.78	7.05	7.00 / 6.99	7.00	7.00
<b>Service Quality</b>					
Percent "Very" Satisfied	71%	70%	75% / 72%	75%	75%
<b>Outcome</b>					
Percent of households indicating parks/recreation services are "very" important or "extremely" important to their quality of life	72%	78%	75% / 80%	75%	75%

## Resource Management

### Key Performance Measures

#### Goal

To develop, implement and effectively manage a program of natural, cultural, and horticultural preservation and interpretation for the enjoyment of present and future generations of Fairfax County residents and visitors.

#### Performance Measurement Results

The number of visitor contacts represents actual counts of those visitors participating in Resource Management Division (RMD) programs, events or other services. The number of visitor contacts decreased in FY 2006 to 354,225 from the previous year due to the fact that renovation was being done on a facility limiting access. This figure does not include other visitors using Resource Management Division parks and facilities in unstructured activities. Visitor contacts are expected to increase for FY 2007 and FY 2008 due to previous trends.

The service quality outcome of the Park Authority's Performance Measurement System is based on a survey that reflects the percent of respondents who rated their satisfaction with programs and services as 8, 9 or 10 on a scale of 1 to 10, with 1 as the "worst" and 10 as the "best" quality. The division strives to achieve a 75 percent rating and succeeded in achieving 75 percent of visitors being very satisfied with programs and services for FY 2006. The Quality of Life outcome reflects the percent of respondents who indicated that park resources or services were "extremely" or "very" important, when given the choices of "extremely, very, somewhat, or not at all" important. Indicating that natural, cultural and horticultural resources facilities and services are "extremely" or "very" important to quality of life is 72 percent in FY 2006 and is expected to remain at 72 percent for FY 2007 and FY 2008.

The division completed 1,102 resource stewardship projects and other developmental reviews at a rate of 29 hours per project in FY 2006 and will strive for these results in FY 2007 and FY 2008. Proffer funding is utilized to pay for staff positions. Availability of proffer funding is uncertain in FY 2007 and FY 2008, resulting in a decrease of total staff hours. The number of resource stewardship projects completed to professional standards increased in FY 2006 to 735 and is expected to remain at this level for FY 2007 and FY 2008.

The Resource Stewardship client satisfaction rating is expected to continue at high levels. The client satisfaction rating for FY 2006 was 92 percent. Levels are expected to remain high at 94 percent for both FY 2007 and FY 2008.

## Resource Management

### Objective

To reach 515,625 visitor contacts, while maintaining a customer satisfaction rating of 75 percent in response to citizens' requests for information and education regarding Fairfax County's natural, cultural and horticultural resources and heritage. (1)

### Performance Indicators

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2004 Actual	FY 2005 Actual	FY 2006 Estimate/Actual	FY 2007	FY 2008
<b>Output</b>					
Visitor contacts	373,458	475,454	488,871 / 354,225	502,070	515,625
<b>Efficiency</b>					
Visitor contacts per household	0.99	1.26	1.27 / 0.92	1.28	1.30
<b>Service Quality</b>					
Percent of Visitors "Very" Satisfied with Programs and Services	74%	72%	75% / 75%	75%	75%
<b>Outcome</b>					
Percent of households indicating that natural, cultural and horticultural resources facilities and services are "extremely" or "very" important to quality of life	63%	69%	69% / 72%	72%	72%

**Objective**

To complete 735 resource stewardship projects to meet the requirements of the Fairfax County Park Authority (FCPA) strategic plan, FCPA Capital Improvement Program, Collections Conservation Plan, and development reviews at a rate of 29 hours per project. (2)

**Performance Indicators**

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2004 Actual	FY 2005 Actual	FY 2006 Estimate/Actual	FY 2007	FY 2008
<b>Output</b>					
Resource stewardship projects	671	947	981 / 1,102	1,102	1,102
<b>Efficiency</b>					
Average staff hours per project	24	29	24 / 29	29	29
<b>Service Quality</b>					
Resource stewardship client satisfaction rating	95%	97%	98% / 92%	94%	94%
<b>Outcome</b>					
Resource stewardship projects completed to professional standards	475	679	692 / 735	735	735

(1) The decrease in actual visitor contacts from FY2005 to FY 2006 was due to renovations of facilities. The change in the visitor contact estimate for FY07 was due to a change in the system for attaining the estimate. This was previously done by gathering projections by sites. Now it is done by using trend information to determine a percentage increase projection.

(2) The decrease in total staff hours from FY 2006 to FY 2007 is based on more current numbers in the amount of proffer funding that will be available to pay for staff positions.

**FAIRFAX COUNTY PARK AUTHORITY  
FY 2008 CAPITAL EQUIPMENT REQUEST  
SUMMARY BY COST CENTER  
FUND 001**

Administration	\$0
Park Operation	\$260,000
P&D	\$0
REC Activities	\$15,000
Resource Management	\$25,000
<b>Total Fund 170 Capital Equipment Request</b>	<b><u><u>\$300,000</u></u></b>

# CHARACTER 60 - DETAILED SUMMARY

FY 2008

Fund: 001

A = Additional Item  
R = Replacement Item

FY2007 REQUEST

Division	Site	Description	Quantity	Amount
<b>F&amp;E</b>				
		John Deere Loader #504 Mobile Crew	R 1	\$40,000
		Case Loader #516 Mobile Crew	R 1	\$40,000
		Kawasaki Mule Utility vehicle(804)Riverbend	R 1	\$16,000
		Utility Vehicle #668 Turf Crew	R 1	\$15,000
		Chipper #459 Forestry	R 1	\$32,000
		Tractor with a bucket #393 Area1	R 1	\$30,000
		JD Outfront Mower(849) Area 3	R 1	\$16,000
		Fork lift #510 Facility Maintenance	R 1	\$40,000
		Utility Vehicle #684 Huntley Meadows	R 1	\$15,500
		Utility Vehicle #674 Forestry	R 1	\$15,500
<b>Subtotal</b>				<b>\$ 260,000</b>
<b>Rec Activities</b>				
	Burke Lake Park	Safety Patrol Boat	R 1	15,000
<b>Subtotal</b>				<b>\$ 15,000</b>
<b>RMD</b>				
	Green Spring Gardens		A 1	17,000
	Huntley Meadows Park		A 1	8,000
<b>Subtotal</b>				<b>\$ 25,000</b>
<b>TOTAL CAPITAL EQUIPMENT FUND 001</b>				<b>\$ 300,000</b>

## CHARACTER 60-SUMMARY

AGENCY/FUND

51-Park Authority Fund: 001

A = Additional Item

R = Replacement Item

FY2008 REQUEST

### CAPITALIZED EQUIPMENT Fund 001

#### Cost Center: Facilities and Equipment Support

<u>Index</u>	<u>Subobject</u>	<u>Item</u>		<u>Quantity</u>	<u>Amount</u>
<u>F&amp;E</u>					
511865	6503	John Deere Loader #504 Mobile Crew	(R)	1	\$40,000
	6503	Case Loader #516 Mobile Crew	(R)	1	\$40,000
	6503	Kawasaki Mule Utility vehicle(804)Riverbend	(R)	1	\$16,000
	6503	Utility Vehicle #668 Turf Crew	(R)	1	\$15,000
	6503	Chipper #459 Forestry	(R)	1	\$32,000
	6503	Tractor with a bucket #393 Area1	(R)	1	\$30,000
	6503	JD Outfront Mower(849) Area 3	(R)	1	\$16,000
	6503	Fork lift #510 Facility Maintenance	(R)	1	\$40,000
	6503	Utility Vehicle #684 Huntley Meadows	(R)	1	\$15,500
	6503	Utility Vehicle #674 Forestry	(R)	1	\$15,500

\$260,000

#### TOTAL CAPITALIZED EQUIPMENT

\$ 260,000

#### TOTAL - Facilities and Equipment Support

\$ 260,000

**CHARACTER 60 - FORM 1**  
**CAPITAL EQUIPMENT (\$5,000 and above)**

<b>FUND:</b>	001/FY 2008
<b>AGENCY:</b>	Park Authority / 51
<b>COST CENTER/ACTIVITY:</b>	14 / 02
<b>PROJECT/DETAIL:</b>	Facilities and Equipment Support

Index Code	Subobject Code	Requested Item	Quantity	UNIT Cost	Additional (A) or Replacement (R)
511865	6503	John Deere Loader #504 Mobile Crew	1	\$40,000	(R)
511865	6503	Case Loader #516 Mobile Crew	1	\$40,000	(R)
511865	6503	Kawasaki Mule Utility vehicle(804)Riverbend	1	\$15,500	(R)
511865	6503	Utility Vehicle #668 Turf Crew	1	\$15,500	(R)
511865	6503	Chipper #459 Foresrtry	1	\$32,000	(R)
511865	6503	Tractor with a bucket #393 Area1	1	\$30,000	(R)
511865	6503	JD Outfront Mower(849) Area 3	1	\$16,000	(R)
511865	6503	Fork lift #510 Facility Maintenance	1	\$40,000	(R)
511865	6503	Utility Vehicle #684 Huntley Meadows	1	\$15,500	(R)
511865	6503	Utility Vehicle #674 Forestry	1	\$15,500	(R)
<b>Total</b>				<b>\$260,000</b>	

**JUSTIFICATION:**

In General this equipment is beyond useful life expectancy and are in poor condition with an average age of 15 years and in excess of several thousand hours of use. The normal manufacturer's useful life estimates for this equipment are seven years or less when used as commercial units. The operating equipment provide critical support to meet the maintenance standards of the Agency. As the units age, parts are more difficult to obtain and the downtime for repairs increases, affecting the efficiency of maintenance operations and , ultimately, the public recreational experience. The specific reasons for replacing each unit are; the farm tractors, twenty three years in age and many parts are no longer available for repair. The outfront mowers and utility vehicles listed are 1987 and 1988 model years and parts are no longer readily available for repair. The mowing units are required to maintain park sections that are not contract mowed. The remaining units are also worn and not cost effective to keep in the fleet.

**DMB RECOMMENDATION:**

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# CHARACTER 60-SUMMARY

revised 8/7/2006

AGENCY/FUND

51-Park Authority Fund: 001

A = Additional Item  
R = Replacement Item

FY2008 REQUEST

## CAPITALIZED EQUIPMENT (Object Code 651)

Cost Center: Rec Activities

<u>Index</u>	<u>Subobject</u>	<u>Item</u>		<u>Quantity</u>	<u>Amount</u>
<u>Burke Lake Park</u>					
517144	6503	Safety Patrol Boat	R	1	15,000
					<u>15,000</u>

TOTAL CAPITALIZED EQUIPMENT (Object Code 651)

\$15,000

TOTAL REC ACTIVITIES FUND 001

\$15,000

**CHARACTER 60 - FORM 1**  
**CAPITAL EQUIPMENT (\$5,000 and above)**

<b>FUND:</b>	001 - General Fund
<b>AGENCY:</b>	51-Park Authority
<b>COST CENTER/ACTIVITY:</b>	Rec Activities/Burke Lake Park
<b>PROJECT/DETAIL:</b>	

Index Code	Subobject Code	Requested Item	Quantity	UNIT Cost	Additional (A) or Replacement (R)
517144	6503	Safety Patrol Boat & Motor-Burke Lake Park	1	\$15,000	Replacement
<b>Total</b>				<b>\$15,000</b>	

**JUSTIFICATION:**

Burke Lake Park rents boats for public use. During FY 2006, the park rented 4,635 boats with a 132 day operating season, or 35 boats per day. In addition, many more citizens launch their own boats at the lake. In order to provide for public safety, a reliable patrol boat is required for routine lake patrols and for emergency support and rescues. The current patrol boats have Honda outboards vintage 1994. These were the earliest four stroke outboards of this size and are on the heavy side for their power output. These outboards were purchased because they were the first to offer the clean burning of a four stroke motor, to help reduce pollution in Burke Lake. The motors were purchased as individual units and placed on existing 1989 boats to save costs. Due to the weight of these outboards they have never been a good match for the current boats at Burke Lake Park. Safety concerns have developed due to the motors not being compatible with the boats creating a need to operate the boats at higher speeds in order to. Operating at slower speeds results in an excessively large wake that creates added risks for kayakers, a growing portion of lake users.

Given the age of the current outboards, continued repairs are not cost effective. The existing outboard motors have been in commercial operation for the past 12 years and service by authorized Honda mechanics in this area is very limited. The boat to be replaced is currently 17 years old. In order to improve operational effectiveness and safety, a properly matched boat and motor are recommended. The new boat will provide a smooth floor to prevent tripping over support ribs, built in storage for required safety gear, and a balanced boat and motor that will allow the boat to plane easier causing less wake (danger) for surrounding rental and private boats. This patrol boat is used on a daily basis. Boat to be replaced; PA#63-00748 FX# A05510 with Rescue 1 type boat, Model 1660 with 40 horsepower electric start motor.

**DMB RECOMMENDATION:**

## CHARACTER 60-SUMMARY

AGENCY/FUND                      51-Park Authority    Fund: 001

A = Additional Item  
R = Replacement Item

FY2008 REQUEST

### **CAPITALIZED EQUIPMENT Fund 001**

#### **Resource Management Division**

<u>Index</u>	<u>Subobject</u>	<u>Item</u>		<u>Quantity</u>	<u>Amount</u>
Green Spring Gardens 511774	6504	Cushman Utility Vehicle	R	1	\$17,000
					<u>\$ 17,000</u>
Huntley Meadows Park 511824	6504	John Deere HPX 4wd 20 HP Utility Vehicle	A	1	8,000
					<u>\$ 8,000</u>
		<b>TOTAL CAPITALIZED EQUIPMENT</b>			<u>\$ 25,000</u>
<b>TOTAL - Resource Management</b>					<u>\$ 25,000</u>

**FY 2008 CHARACTER 60  
CAPITAL EQUIPMENT (\$5,000 and above)**

<b>FUND:</b>	001
<b>AGENCY:</b>	5151 - Park Authority
<b>COST CENTER/ACTIVITY:</b>	RMD
<b>PROJECT/DETAIL:</b>	Green Spring Gardens

Index Code	Subobject Code	Requested Item	Quantity	UNIT Cost	Additional (A) or Replacement (R)
511774	6504	Cushman Utility Vehicle	1	\$17,000	R
<b>Total</b>				<b>\$17,000</b>	

**JUSTIFICATION:**  
A new replacement vehicle is needed for Green Spring Gardens. Horticultural staff (5 full time and 7 part time) find the small utility vehicles invaluable for delivering materials to their gardens, picking up debris, moving plants and transporting staff and volunteers. They are as necessary for Horticultural as a computer or telephone are for an office. Just as multiple computers are needed for office staff multiple cushmans are needed for the Horticultural staff. Of the cushman vehicles on site, two are less than 10 years. The remaining vehicles are 20 years or older. The two newer vehicles are in use 8 hours a day, 6 days a week and several hours on Sundays. There are constant repair issues with the older vehicles, resulting in a significant impact on our maintenance staff member, who must take time away from other duties to repair them, and on our gardening staff until the vehicle is operable again. We are asking to replace one of our older vehicles number: Utility-0651R.

**DMB RECOMMENDATION:**

**FY 2008 CHARACTER 60  
CAPITAL EQUIPMENT (\$5,000 and above)**

<b>FUND:</b>	001
<b>AGENCY:</b>	5151 - Park Authority
<b>COST CENTER/ACTIVITY:</b>	RMD
<b>PROJECT/DETAIL:</b>	Huntley Meadows Park (Implementation of Natural Resource Management initiatives)

Index Code	Subobject Code	Requested Item	Quantity	UNIT Cost	Additional (A) or Replacement (R)
511824	6504	John Deere HPX 4wd 20 HP Utility Vehicle	1	\$8,000	A
<b>Total</b>				<b>\$8,000</b>	

<b>JUSTIFICATION:</b>
At 5,300 acres, Huntley Meadows is the park Authority's premier wildlife sanctuary. A variety of resource management activities must be performed in remote areas of the park where truck access is not possible. These activities are necessary to maintain quality habitat for plant and animal life and to ensure the protection of rare/endangered species. Activities include exotic invasive plant control, deer herd reduction in partnership with the County Police Department, release cutting (maintaining rare meadow habitat), water quality monitoring accessing vegetative survey plots, interpretive trail repairs, construction/maintenance of over 100 nest boxes, construction/maintenance of deer exclosures, search and rescue of lost visitors and forest fire access and control. The utility vehicle will enable staff/equipment transport over difficult and often very wet terrain. These activities are essential and in support of the agency's adopted Natural Resource Management Plan.

<b>DMB RECOMMENDATION:</b>

Board Agenda Item  
September 27, 2006

**ACTION -**

FY 2008 Budget Submission, Fund 170, Park Revenue Fund

ISSUE:

Approval of the FY 2008 Park Revenue Fund (Fund 170) budget submission to the Department of Management and Budget.

RECOMMENDATION:

The Park Authority Director recommends approval of the FY 2008 Park Revenue Fund (Fund 170) budget submission.

TIMING:

Board action is requested on September 27, 2006 and the submission is due to the Department of Management and Budget (DMB) on September 29, 2006.

BACKGROUND:

The FY 2008 Budget submission reflects a baseline expenditure submission of \$37,316,280 for Personnel Services, Operating Expenses, Capital Equipment, Recovered Cost, and Debt Service. FY 2008 revenue is projected at \$37,748,142. The Net Revenue is projected at \$431,862 before deferred revenue or reserves.

The Park Authority's cover memo to the Department of Management and Budget addresses the critical issues facing the Authority's Revenue Fund.

FISCAL IMPACT:

The Park Revenue Fund (170) for FY 2008 will have a Net Revenue of \$431,862 resulting from total revenue of \$37,748,142 and total expenditures of \$37,316,280. Net Revenue does not consider the impact of deferred revenue or reserve requirements.

ENCLOSED DOCUMENTS:

Attachment 1: Memorandum to Susan Datta, Director of the Department of Management and Budget from Michael A. Kane dated September 29, 2006, RE: FY 2008 Park Authority Revenue Fund (170) Budget Submission

Board Agenda Item  
September 27, 2006

Attachment 2: Fairfax County Park Authority FY 2008 Park Revenue Fund (170)  
Budget Request

Attachment 3: FY 2008 Park Revenue Fund (170) Fund Statement

Attachment 4: Fairfax County Park Authority Park Revenue Fund Focus and Initiatives

Attachment 5: Park Revenue Fund (Fund 170) Performance Measures

Attachment 6: Fairfax County Park Authority FY 2008 Capital Equipment Request  
Summary by Cost Center, Fund 170

STAFF:

Michael A. Kane, Director

Timothy K. White, Chief Operating Officer

Miriam C. Morrison, Director, Administration Division

Seema Ajrawat, Fiscal Administrator

Susan Tavallai, Senior Budget Analyst



## FAIRFAX COUNTY PARK AUTHORITY

## MEMORANDUM

DRAFT

**TO:** Susan Datta, Director  
Department of Management and Budget

**FROM:** Michael A. Kane, Director  
Fairfax County Park Authority

**DATE:** September 29, 2006

**SUBJECT:** FY 2008 Park Authority Revenue Fund (170) Budget Submission

Attached is the Park Authority's FY 2008 Recommended Budget for Fund 170, the Park Revenue Fund. The Park Authority Board approved the FY 2008 budget submission for the Park Revenue Fund (Fund 170) on September 27, 2006. The Park Authority Board has a fiduciary responsibility for the Park Revenue Fund; therefore the Department of Management and Budget (DMB) does not set a target for Personnel Services, Operating Expenses and Capital Expenses for this fund.

The FY 2008 submission includes a budget of \$37,316,280 in total expenditures as compared to the FY 2007 Adopted Budget Plan of \$34,929,885. Revenue is projected at \$37,748,142 for a total net revenue projection of \$431,862 for this fund.

#### **Baseline Request- Expenditures**

The FY 2007 baseline request of \$37,316,280 includes \$23,225,600 for Personnel Services, \$13,263,743 for Operating Expenses, \$187,500 for Capital Equipment, \$1,831,810 for Bond and Laurel Hill Debt Service, and negative \$1,192,373 for Recovered Costs.

The FY 2008 Budget reflects a total increase of \$2,386,395 from the FY 2007 Adopted Budget Plan. The Personnel Services Budget increased by \$627,635 for Pay-for-Performance; the Operating Expense Budget increased by \$1,994,094 primarily due to rising utility costs; Capital Equipment decreased by \$184,500 for cost savings initiatives; Recovered Cost increased by \$50,689 for pay-for-performance; and Debt Service decreased by \$145 to reflect the new payment for the 2001 Series Revenue Bond and Laurel Hill Note.

#### **Revenue**

The FY 2008 revenue projection increased to \$37,748,142 from the FY 2007 Adopted Budget Plan level of \$35,137,126, by \$2,611,016 or 7.4 percent. This increase reflects projections based on new fees and program growth.

#### **Critical Issues and Concerns**

There are critical issues facing the Revenue Fund where unless actions are taken, expenditure trends will exceed revenues. For example, the Authority has felt the severe impacts of rising

energy costs and a critical need exists for the creation of an Energy Management Program. Energy management is fully aligned with the Authority's and the Board of Supervisors' mutual Environmental Stewardship Vision. As the utilities costs continue to rise, the impact of doing nothing poses a substantial financial drain to the park system budget. Energy costs are significant, representing 28.4% of the Revenue Funds operating budget. It is critical to begin implementing systems adaptations to improve utility efficiency of heating/cooling/lighting and watering systems. This includes finding more energy efficient equipment, more efficient use of existing equipment, remote monitoring of mechanical systems, and finding ways to reduce program and maintenance consumption of energy without adverse impacts on program and activity users. An equipment retrofit program on a portion of the Park Authority's systems is needed for energy management. The County Construction Fund (Fund 303) includes a partner reference for the need to begin the retrofit program. Adding energy management funds to Fund 303 will result in the accrual of benefits to Fund 170. Identifying funding for replacements and retrofits will reduce the impact of rising utility bills and limit use of resources. This program is of such urgency that the agency has identified an existing position to be dedicated to energy management. The Energy Management Program will have a positive direct impact to Revenue Fund operations.

The opening of the new Laurel Hill Golf Course has also added substantial additional debt service requirements to the Revenue Fund, nearly \$800k more annually. This additional financial responsibility, coupled with the unanticipated dramatic increase in utility costs (electricity, natural gas, fuel), and a trend of expenses rising faster than new revenue, will place challenges on the long-term stability of the Revenue Fund.

The Authority requests DMB to be aware of the pressures on the Revenue fund. The Park Authority Board has discussed the agency's critical issues with their Board of Supervisor liaison. [ADD PAB FEEDBACK HERE IF SUPPORT FROM BOS WAS RECEIVED-- OR RESULTS OF MEETINGS.]

If you have any questions please contact Seema Ajrawat at (703) 324-8780 or Susan Tavallai at (703) 324-8509.

Attachment

cc: Robert Stalzer, Deputy County Executive  
Timothy White, Deputy Director, Park Authority  
Miriam Morrison, Director, Administration Division  
Angela Annibale, Budget Analyst, Department of Management and Budget  
Martha Reed, Budget Manager, Department of Management and Budget

**FAIRFAX COUNTY PARK AUTHORITY  
FY 2008 PARK REVENUE FUND (170)  
BUDGET REQUEST**

**AGENCY MISSION:** To set aside public spaces for, and assist citizens in, the protection and enhancement of environmental values, diversity of natural habitats and cultural heritage to guarantee that these resources will be available to both present and future generations; to create and sustain quality facilities and services that offer citizens opportunities for recreation, improvement of their physical and mental well-being and enhancement of their quality of life.

CATEGORY	FY2006 ACTUAL	FY2007 ADOPTED BUDGET PLAN	FY2007 REVISED BUDGET PLAN	FY2008 RECOMMENDED
<b>POSITION/STAFF YEARS</b>	<b>232/231.75</b>	<b>234/233.75</b>	<b>234/233.75</b>	<b>234/233.75</b>
<b>REVENUE</b>	<b>\$33,430,077</b>	<b>\$35,137,126</b>	<b>\$35,137,126</b>	<b>\$37,748,142</b>
<b>TOTAL REVENUE</b>				<b>\$37,748,142</b>
Personnel Services - Character 20	\$21,007,255	\$22,597,965	\$22,597,965	\$23,225,600
Operating Expenses - Character 30	\$11,109,974	\$11,269,649	11,269,649	\$13,263,743
Capital Equipment - Character 60	\$277,668	\$372,000	372,000	\$187,500
Bond Costs - Character 70	\$1,072,020	\$1,831,955	1,831,955	\$1,831,810
Subtotal Expenditures	\$33,466,917	\$36,071,569	\$36,071,569	\$38,508,653
Recovered Cost - Character 40	(\$954,381)	(\$1,141,684)	(1,141,684)	(1,192,373)
<b>BASELINE EXPENDITURES</b>	<b>\$32,512,536</b>	<b>\$34,929,885</b>	<b>\$34,929,885</b>	<b>\$37,316,280</b>
<b>NET REVENUE (LOSS)</b>	<b>\$917,541</b>	<b>\$207,242</b>	<b>\$207,242</b>	<b>\$431,862</b>

	FY2006 ACTUAL	FY2007 ADOPTED BUDGET PLAN	FY2007 REVISED BUDGET PLAN	FY2008 RECOMMENDED
<b>REVENUE SUMMARY BY COST CENTER</b>				
Administration	654,183	543,000	\$543,000	\$619,143
Golf Enterprises	9,938,928	10,574,709	10,574,709	\$11,484,361
REC Activities	21,497,278	22,466,891	22,466,891	\$23,895,348
Resource Management	1,339,687	1,552,526	1,552,526	\$1,749,290
<b>REVENUE</b>	<b>\$33,430,077</b>	<b>\$35,137,126</b>	<b>\$35,137,126</b>	<b>\$37,748,142</b>
<b>EXPENSE SUMMARY BY COST CENTER</b>				
Administration	\$1,115,037	\$1,296,977	\$1,296,977	1,342,149
Golf Enterprises	8,271,427	8,594,652	8,594,652	9,390,136
REC Activities	20,927,196	21,639,059	21,639,059	23,193,094
Resource Management	1,126,856	1,495,150	1,495,150	1,559,090
Bond Costs	1,072,020	1,141,684	1,141,684	1,066,048
Bond Costs (Laurel Hill)	0	762,363	762,363	765,762
<b>TOTAL</b>	<b>\$32,512,536</b>	<b>\$34,929,885</b>	<b>\$34,929,885</b>	<b>\$37,316,280</b>
<b>EXCESS INCOME OVER EXPENDITURES</b>				
Administration	(\$1,532,874)	(\$2,658,024)	(\$2,658,024)	(\$2,554,816)
Golf Enterprises	\$1,667,501	\$1,980,057	\$1,980,057	\$2,094,225
REC Activities	\$570,082	\$827,832	\$827,832	\$702,253
Resource Management	\$212,831	\$57,376	\$57,376	\$190,200
	\$917,540	\$207,242	\$207,242	\$431,862
<b>EXCESS INCOME OVER EXPENDITURES</b>	<b>\$917,540</b>	<b>\$207,242</b>	<b>\$207,242</b>	<b>\$431,862</b>

# FY 2008 Park Revenue Fund (170) Fund Statement

## Fund Type P17, Non-Appropriated Funds

## Fund 170, Park Revenue Fund

	FY 2006 Actual <sup>1</sup>	FY 2007 Adopted Budget Plan	FY 2007 Revised Budget Plan	FY 2008 Budget Submission
<b>Beginning Balance</b>	<b>\$4,578,797</b>	<b>\$5,032,025</b>	<b>\$5,399,860</b>	<b>\$5,607,101</b>
Revenue:				
Interest on Bond Proceeds	\$46,595	\$21,000	\$21,000	\$45,150
Park Fees	33,136,855	34,804,126	34,804,126	37,345,992
Interest	107,371	72,000	72,000	107,400
Donations	252,779	240,000	240,000	249,600
<b>Total Revenue<sup>1</sup></b>	<b>\$33,543,600</b>	<b>\$35,137,126</b>	<b>\$35,137,126</b>	<b>\$37,748,142</b>
Transfers In:				
County Construction (303)	\$0	\$0	\$0	\$0
<b>Total Transfers In</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Available</b>	<b>\$38,122,397</b>	<b>\$40,169,151</b>	<b>\$40,536,986</b>	<b>\$43,355,243</b>
Expenditures:				
Personnel Services	\$21,007,256	\$22,597,965	\$22,597,965	\$23,225,600
Operating Expenses	11,109,973	11,269,649	11,269,649	13,263,743
Recovered Costs	(954,381)	(1,141,684)	(1,141,684)	(1,192,373)
Capital Equipment	277,669	372,000	372,000	187,500
Debt Service:				
Fiscal Agent Fee	3,233	2,000	2,000	2,000
Accrued Bond Interest Payable	1,068,787	1,067,592	1,067,592	1,064,048
Debt Service for RAN	0	0	0	0
<b>Total Expenditures</b>	<b>\$32,512,537</b>	<b>\$34,167,522</b>	<b>\$34,167,522</b>	<b>\$36,550,518</b>
Transfers Out:				
County Debt Service (200) <sup>2</sup>	\$0	\$762,363	\$762,363	\$765,762
Park Capital Improvement Fund (371)	210,000	0	0	0
<b>Total Transfers Out</b>	<b>\$210,000</b>	<b>\$762,363</b>	<b>\$762,363</b>	<b>\$765,762</b>
<b>Total Disbursements</b>	<b>\$32,722,537</b>	<b>\$34,929,885</b>	<b>\$34,929,885</b>	<b>\$37,316,280</b>
<b>Net Revenue</b>	<b>\$1,031,063</b>	<b>\$207,241</b>	<b>\$207,241</b>	<b>\$431,862</b>
<b>Ending Balance<sup>3</sup></b>	<b>\$5,399,860</b>	<b>\$5,239,266</b>	<b>\$5,607,101</b>	<b>\$6,038,963</b>
Debt Service Reserve	\$1,830,955	\$1,831,953	\$1,831,953	\$1,831,953
Managed Reserve <sup>4</sup>	3,568,905	3,178,478	3,775,148	4,207,010
Set Aside Reserve <sup>5</sup>	0	228,835	0	0
<b>Unreserved Ending Balance</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$0)</b>

<sup>1</sup> The fund statement above reflects cash basis accounting. This method differs from the Park Authority's Comprehensive Annual Financial report (CAFR-FAMIS) which records revenue for unused Park passes in order to be in compliance with Generally Accepted Accounting Principles. The difference in the amount of revenue recognized under the cash basis accounting method used above and not recognized in the Park Authority's CAFR is \$3,718,736. The net effect of deferred revenue is that the FY 2006 Actual column shown above is \$113,523 higher than reflected in the County's accounting system using accrual basis. This impact is included in the Managed Reserve.

<sup>2</sup> Debt service payments of \$762,363 for the Laurel Hill Golf Club will be made from Fund 200, County Debt Service.

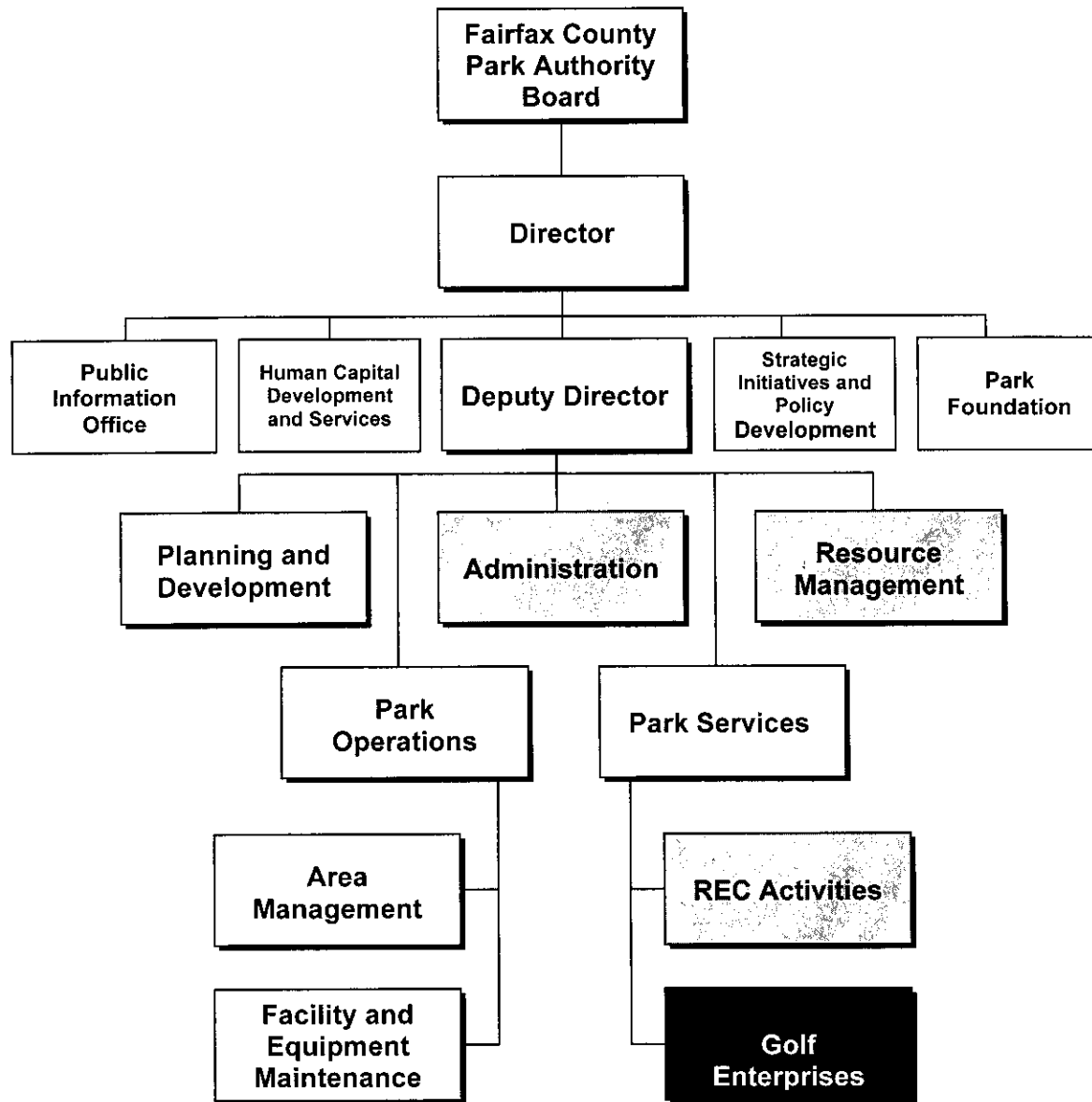
<sup>3</sup> The Park Revenue Fund maintains fund balances at adequate levels relative to projected operation and maintenance expenses, as well as debt service requirements. These costs change annually; therefore, funding is carried forward each fiscal year, and ending balances fluctuate, reflecting the carryover of these funds.

<sup>4</sup> The Managed Reserve includes set aside cash flow and emergency reserves for operations as a contingency for unanticipated operating expenses or a disruption in the revenue stream, as well as revenue set aside as part of the deferred liability plan scheduled to convert to a full accrual Fund Statement in FY 2010.


<sup>5</sup> The Set Aside Reserve is used to fund renovations and repairs at various park facilities as approved by the Park Authority Board.

# Fairfax County Park Authority

## Park Revenue Fund Focus and Initiatives



 Denotes Cost Centers that are included in both the General Fund and Fund 170, Park Revenue Fund.

 Denotes Cost Center that is only in Fund 170, Park Revenue Fund.

### Mission

To set aside public spaces for, and assist citizens in, the protection and enhancement of environmental values, diversity of natural habitats and cultural heritage; To guarantee that these resources will be available to both present and future generations; to create and sustain quality facilities and services that offer residents opportunities for recreation, improvement of their physical and mental well-being, and enhancement of their quality of life.

# **Fairfax County Park Authority**

## **Park Revenue Fund Focus and Initiatives**

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### **Focus**

The Fairfax County Park Authority (Authority) provides leisure and recreational opportunities through a rich variety of facilities and services that provide a valued enhancement to the quality of life for county citizens. Optimizing the quality of life in Fairfax County is the ultimate goal and mission of the Authority through preservation of open space and natural areas, and by providing nature centers, recreation centers, historic sites, programs, golf courses, athletic fields, public gardens, and neighborhood, community, district and countywide parks. Based on a recent annual survey of 1,025 Fairfax County households, conducted in coordination with George Mason University, 80% of the county households considered the park system to be 'extremely' or 'very' important to their quality of life. Delivering high quality service in parks is an important focus for the Park Authority as demand and usage continue to grow. Citizens continue to reflect strong demand and support of the park system. Survey results consistently show that more than 80% of county households use county parks. In FY 2006 that number was 82.4%, more than 316,700 households.

The Park Authority strives to improve the quality of life of citizens by keeping pace with demand and continually enhancing the park system. The Authority currently owns, maintains and operates 400 parks on 23,677 acres of land. Notable enhancements include increased open space, expanded trails, new inclusive features, and upgrading the playability of outdoor facilities. In FY 2006, the Authority acquired 41 acres of open space in McLean, Virginia under a long-term conservation easement agreement which will permanently preserve this open space for current and future generations. Also in FY 2006, with the assistance of the Friends group, Turner Farm opened in Great Falls, offering a cross country equestrian course and opportunities for the public to enjoy an astronomy observatory. FY 2006 marked the celebrated opening of the 41 mile long Cross County Trail which provides a continuous trail through almost every district across the county for all citizens to enjoy. In FY 2007, CLEMYJONTRI, the first and only fully ADA accessible park opened serving able and disabled children side by side. Also, Laurel Hill Golf Club was completed and has received extremely positive reviews by industry professionals and users alike. The course has been named by Golf Styles magazine as one of the 100 must play courses in the mid-Atlantic region. This premier public golf facility rivals other high end daily fee courses in the region and across the country. Additionally in FY 2006, a \$25 million park bond was authorized in 2006. This bond includes \$10 million to acquire new parkland, \$10 million to convert up to 12 existing natural turf rectangular fields to synthetic turf, and \$5 million to further develop a countywide comprehensive trail network. This bond issue will allow the Park Authority to continue to meet citizen expectations identified in the Needs Assessment for the dual requirement to maintain Park Authority facilities and acquire land to build needed park facilities and preserve significant resources and open space.

The Authority operates under the policy oversight of a 12-member Park Authority Board, in accordance with a Memorandum of Understanding with the Board of Supervisors. The Park Authority manages acquisition, preservation, development, maintenance and operation of these assets and activities through five funds: the General Fund, Park Revenue Fund, General County Construction Fund, Park Authority Bond Construction Fund and Park Capital Improvement Fund. The Park Authority Board has direct fiduciary responsibility for the Park Revenue Fund and the Park Capital Improvement Fund, while the County has fiduciary responsibility for the three other funds. The Park Authority also aggressively seeks management initiatives and alternate funding sources to sustain the delivery of quality services and facilities. The Park Foundation, established in 2001, serves to coordinate and seek the generous gifts of individuals, foundations, and corporations who wish to contribute to delighting current and future generations of park visitors. Grants, donations, the Adopt-A-Field and Adopt-A-Park programs, as well as many "friends groups" and other partnerships have provided over \$1 million in cash and in-kind contributions.

### **Strategic Plan for 2006-2010**

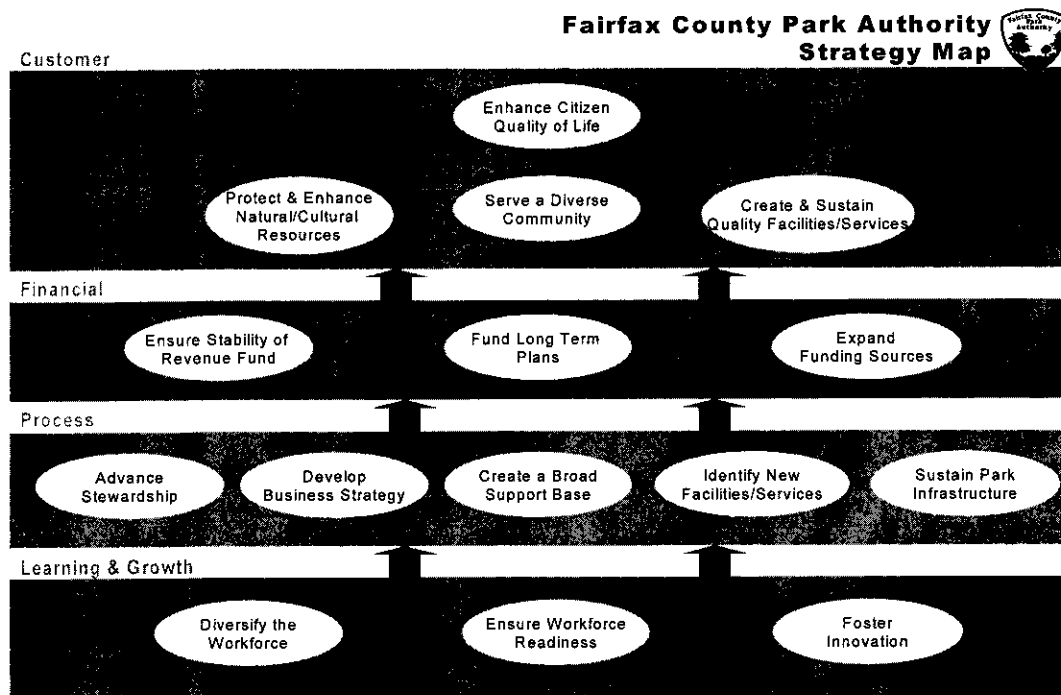
The Park Authority has adopted the 2006–2010 Strategic Plan to guide the top priorities of the agency for this five year period. The agency presents its plan using a Strategy Map and Balanced Scorecard approach developed by Drs. Robert Kaplan and David Norton. Under this approach, the agency has

# Fairfax County Park Authority

## Park Revenue Fund Focus and Initiatives

identified outcome measures for the strategic objectives. By identifying measures, we are better able to gauge our progress towards accomplishment of the goals we have set for ourselves over the next five years.

The Strategy Map serves as a model of how the Park Authority creates value. The Strategy Map, shown in the graphic below, indicates that strategic objectives identified within the four perspectives (learning and growth, process, financial, and customer) help to meet the Park Authority's overarching objective of improving the quality of life for all citizens.



- ❖ **Enhance Citizen Quality of Life:** This is the overarching objective of the 2006-2010 Strategic Plan.
- ❖ **Protect and Enhance Natural and Cultural Resources:** Reflects the first half of the Park Authority mission statement, which states "to set aside public spaces for and assist citizens in the protection and enhancement of environmental values, diversity of natural habitats and cultural heritage to guarantee that these resources will be available to both present and future generations."
- ❖ **Create and Sustain Quality Facilities and Services:** Reflects the second half of the Park Authority mission statement, which states "to create and sustain quality facilities and services which offer citizens opportunities for recreation, improvement of their physical and mental well being, and enhancement of their quality of life."
- ❖ **Serve a Diverse Community:** To create and develop programs, facilities and services that engage and meet the needs of our diverse community.
- ❖ **Ensure Stability of the Revenue Fund:** To develop plans and actions to grow and stabilize the revenue fund.
- ❖ **Fund Long-Term Plans:** To seek and obtain funding via bonds, general fund, revenue fund and other governmental funding sources to fund our long-term plans.

# Fairfax County Park Authority

## Park Revenue Fund Focus and Initiatives

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- ❖ **Expand Funding Sources:** To develop partnerships and other non-traditional funding sources that create new, diverse opportunities to secure money or in-kind services.
- ❖ **Advance Stewardship:** To exercise our obligation and responsibility to protect and preserve our natural and cultural resources, and position the Park Authority as a leader in the education, advocacy and demonstration of stewardship best practices.
- ❖ **Develop a Business Strategy:** To develop and implement long-term plans that will accomplish targeted financial and service goals.
- ❖ **Create a Broad Support Base:** To position ourselves in the community at large through demonstrating the value that is received from our organization. To communicate our unique identity so people know, value, and support us.
- ❖ **Identify New Facilities and Services:** To identify opportunities for new facilities and services to meet public need due to population growth, changing demographics and leisure preferences.
- ❖ **Sustain Park Infrastructure:** To develop plans and resources to maintain, restore and eventually replace equipment and facilities to meet needs now and into the foreseeable future.
- ❖ **Diversify the Workforce:** To recruit and develop a paid workforce reflective of the growing diversity of Fairfax County. To educate, train and actively encourage employees to respect, understand, appreciate and accept differences.
- ❖ **Ensure Workforce Readiness:** To recruit, prepare and engage our paid workforce to meet future business challenges and expectations.
- ❖ **Foster Innovation:** To create a leadership culture that fosters practices and processes that remove barriers to innovation consistent with accountability. To empower employees to take, or recommend, actions that enhance customer service, establish more efficient business processes, and promote new business opportunities.

The Park Authority Strategic Plan, and further information on the Balanced Scorecard, can be accessed at the Fairfax County Park Authority website at <http://www.fairfaxcounty.gov/parks/>

### **Operational Challenges and Concerns**

Park usage continues to grow with 82% of the County's households using the park system. With nearly eight in ten households considering the park system 'extremely' or 'very important' to their quality of life, this indicates that parks are an essential component to quality of life for citizens in the County. Recreation and leisure opportunities benefit the entire County and the revenue generated from user fees allow the County to provide twice the park-related services than could be provided with tax dollars alone. As the demands from citizens for quality service and programs grow, costs for the Revenue Fund also continue to rise.

The Revenue Fund continues to finance the annual operation of designated park facilities and services. The Authority sets aside net revenue from operations to supplement bond funding for major capital repairs and improvements to both physical facilities and information technology systems. However, the Authority's Comprehensive Financial Management Plan outlook model indicates that unless actions are taken, expenditure trends will exceed revenues. To avoid this, the agency must develop a long-term plan to reduce or eliminate long-term debt, consider utility supplements, address infrastructure maintenance and renovations to maintain and extend the useful life of buildings, systems and features, and consider subsidy for costs for targeted unrecoverable public good services which currently are subsidized by fee paying users.

# **Fairfax County Park Authority**

## **Park Revenue Fund Focus and Initiatives**

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The Authority has felt the severe impacts of rising energy costs, therefore, a critical need exists for the creation of an Energy Management Program. Energy management is fully aligned with the Authority's and the Board of Supervisors' mutual environmental vision. The time has arrived to implement systems adaptations to improve utility efficiency of heating/cooling/lighting and watering systems. Means include finding more energy efficient equipment, more efficient use of existing equipment, remote monitoring of mechanical systems, and finding ways to reduce program and maintenance consumption of energy without adverse impacts on program and activity users. The Authority has recognized the need to initiate an equipment retrofit program on a portion of the Authority's systems. This program cannot begin without identifying funding for replacements and retrofits that will reduce the impact of rising utility bills and limit use of resources.

The opening of the new Laurel Hill Golf Course also has added additional debt service requirements for the Revenue Bond that funded its development. This additional financial responsibility, coupled with the unanticipated dramatic increase in cost of utilities (electricity, natural gas, fuel), and a trend of expenses rising faster than new revenue, will place challenges on the long-term stability of the Revenue Fund. While the Authority will continue to seek opportunities to enhance revenue streams and strengthen net return to reinvest in infrastructure, it is unlikely that it will have the ability to absorb negative or marginal revenue producing facilities and services into the Revenue Fund. To help address this situation, the Park Authority will be working aggressively to implement energy conservation measures for RECenters; seek opportunities to restructure and re-invest in staff to develop new services that can contribute positive net revenue; and evaluate operations for efficiencies that can reduce costs of operations.

### **Other Current Trends**

The Park Revenue Fund is primarily supported from user fees and charges generated at the agency's revenue supported facilities which include recreation centers, golf courses, lake parks, nature centers, historic sites and various other major parks. The Authority's enabling legislation states that revenues must be spent exclusively for park purposes. Revenue received from recreation centers and golf courses are designed to fully recover the annual operating and maintenance costs of these facilities, while the revenue received from the lake parks, nature centers, historic sites and various other major parks only cover a portion of the annual costs.

Some park operations are funded from both the General Fund and Park Revenue Fund. The General Fund pays for the administrative salaries and some operating costs such as utility and general maintenance costs. The General Fund also pays for activities associated with the policy, communication and leadership activities of the Director's Office as well as funding administrative costs for purchasing, accounting, and payroll and risk management procedural compliance.



Management of Revenue Fund facilities must quickly respond to changing expectations in order to maintain customer loyalty. Changing customer expectations have resulted in continued fitness service expansions at recreation centers, improved practice/teaching facilities at golf courses, and greater emphasis on themed entertainment experiences such as the recently completed mini golf course at Burke Lake Park. The Authority opened Cub Run Recreation Center in FY 2005 and Laurel Hill Golf Course in FY 2006. The new facilities and service refinements come as a result of customer survey feedback and nationwide recreational trends.

A Facility Condition Assessment of existing facilities and infrastructure also has been completed as part of the Needs Assessment. This study indicates that requirements may cost up to \$100 million (for the General Fund and Park Revenue Fund combined) over the next 10 years for repairs and renovations to existing facilities and infrastructure. The decline of these facilities and infrastructure is largely attributable to age, usage, and limited resources to perform required life-cycle maintenance. The desire of the community to preserve and maintain existing parks was evident in the qualitative and quantitative data gleaned from the Needs Assessment process. Although annual funding is provided to address maintenance issues, the Authority will explore additional funding opportunities to address the age of critical park infrastructure and the requirements outlined in the Needs Assessment.

# Fairfax County Park Authority



## Park Revenue Fund Focus and Initiatives

### New Initiatives and Recent Accomplishments in Support of the Fairfax County Vision

 <b>Maintaining Safe and Caring Communities</b>	<b>Recent Success</b>	<b>FY 2008 Initiative</b>
Partner with Fairfax County homeless shelters to offer free summer camps to their resident children. In FY 2006, the Parks and Community Together (PACT) Camp for Homeless Children program served 50 children from area shelters for a total of 155 weeks of camp. PACT, which is exclusively underwritten by contributions from local corporations, area businesses, major foundations and caring individuals, expended \$39,073 for this purpose.	✓	✓
Support gang awareness and prevention efforts through summer camp programs; staff training; and participation on the Annandale Gang Task Force.	✓	✓
Promote healthy lifestyles and personal health and fitness by adapting exercise programs in response to emerging trends; designing more responsive methods of implementation responding to customers needs for personal training, specialized fitness and wellness programs; and partnering with physical therapists.	✓	✓
Invest in health and fitness of the County's youth by expanding partnerships for promoting physical fitness for youth and families; and expanding teen fitness camps at various RECenters by collaborating with Fairfax County Public Schools and the home School program.	✓	✓
The Frying Pan Farm Park Visitors Center (Ellmore Farm Center) has been extensively remodeled to preserve historic structures and fulfill unmet community needs for a social gathering place. The Center became available as a rental meeting facility in summer 2005 is used for classes and programs.	✓	✓
Riverbend Park expanded recreational offerings, focusing on adventure based activities and taking advantage of its primary focal point, the Potomac River. The new offerings include kayak and boat rentals, expanded marina resale items, instruction and classes.	✓	✓
Initiate Senior Services Program to develop and implement programs targeted to seniors to address Strategic Plan priorities.		✓
Initiate Teen Services Program to develop and implement programs targeted to teens to address strategic Plan priorities.		✓
 <b>Building Livable Spaces</b>	<b>Recent Success</b>	<b>FY 2008 Initiative</b>
Completed a Needs Assessment evaluation to address the recreation, open space and park needs of Fairfax County residents for the next 10 years. This assessment defines the Park Authority's role in future land acquisition, facility renovation and new capital improvements. A unique and valuable aspect of this Needs Assessment process is that the resulting community facility needs form the basis for a 10-year phased Capital Improvement	✓	✓



# Fairfax County Park Authority

## Park Revenue Fund Focus and Initiatives

Plan (CIP). The CIP provides the overall long-range framework with recommended allocation of capital resources by facility type to meet the citizen's projected park and recreation needs. The plan is a guide for decision makers to use in creating future bond programs and is tied directly to the demonstrated citizen needs. This plan was a significant part of the justification for the fall 2004 park bond program that was approved by 73 percent of the voters.		
The Laurel Hill Golf Course was opened for play during October 2005, offering upscale golfing opportunity for citizens from across all areas of the County. A new club house will open during the coming year expanding services and providing an attractive setting for social functions.	✓	✓
<b>Connecting People and Places</b>	<b>Recent Success</b>	<b>FY 2008 Initiative</b>
Implement strategic initiative to enhance e-commerce functions such as on-line facility pass sales.	✓	✓
Partnering with the Fairfax County Park Foundation for an Annual Corporate Farm Olympics event to connect businesses to parks by providing team building opportunities at Frying Pan Farm Park.		✓
Promote employee health and wellness to businesses and organizations by providing opportunities to contract with the RECenters for their employee use through innovative and trend oriented programming.	✓	✓
Significant upgrades were made to the golf site web pages allowing visitors to receive consistently updated information in a more attractive manner. The sites were expanded to include visuals of the golf courses, event calendars and program descriptions that add to the overall enjoyment of the site.	✓	✓
 <b>Maintaining Healthy Economies</b>	<b>Recent Success</b>	<b>FY 2008 Initiative</b>
Support the County's many dual income and single parent families by providing access to healthy and wholesome child care services during school breaks to include spring break, winter break and school holidays.	✓	✓
 <b>Practicing Environmental Stewardship</b>	<b>Recent Success</b>	<b>FY 2008 Initiative</b>
Support environmental stewardship on golf courses by expanding the biological dredging program; establishing bluebird nesting boxes in partnership with the Virginia Bluebird Society; and completing two of the six required steps towards the course being designated as a Certified Audubon Sanctuary at Laurel Hill Golf Club.	✓	✓
Provide additional opportunities for learning about the County's natural and cultural heritage by greatly expanding program offerings at nature centers and historic sites. Established a Naturalist position, based at the Cub Run RECenter and Ellanor C. Lawrence Park, which will be supported by revenues generated by natural and cultural resource based programming.	✓	✓

# Fairfax County Park Authority

## Park Revenue Fund Focus and Initiatives

Meaningful "Watershed Experiences in Parks" program for FCPS 7th graders will be initiated at several Resource Management Division sites in Spring 2007. Expect 5 to 6, 7th grade classes to visit each site.		<input checked="" type="checkbox"/>
Implement energy effective technologies at major utility users such as RECenters.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
 <b>Creating a Culture of Engagement</b>	<b>Recent Success</b>	<b>FY 2008 Initiative</b>
Parktakes magazine provides general information on the park system and services in multiple languages (Spanish, Korean, Vietnamese and Farsi). Produced flyers and posters in Spanish promoting the free summer concert series, distributed through direct mail and community organizations in targeted neighborhoods with significant Latino populations. Promoted concerts on ElZol, the number one Spanish language radio station in the Washington metro area; also, staff member interviewed on air in Spanish for promotion of concerts and FCPA programs in general. Park Authority rules and regulations translated into five languages.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Identify employees with bilingual skills who can aid in assisting an existing customer base as well as expanding into other diverse communities.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Increase program offerings in aquatics, fitness, environmental camps and general programs for a diverse community through hiring staff with bilingual skills, creating bilingual print information and encouraging participation by existing specialty groups.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
In partnership with the Fairfax County Dept. of Family Services, completed the fifth year of operations for the Youth Golf Initiative, including an expansion of the program to Pinecrest golf course in FY06.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
 <b>Exercising Corporate Stewardship</b>	<b>Recent Success</b>	<b>FY 2008 Initiative</b>
Exercise sound management of resources and assets by encouraging Park Authority staff to use their creative talents to increase net revenue by developing new revenue fund programs. Through the Enterprise Fund Initiative program and the Net Revenue Initiative program, employees may receive seed money to start a program that was not included in the regular budget cycle. Once the seed money is recouped and the program becomes revenue-producing, the employee is eligible for a percentage of the net revenue.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
As part of an annual campaign, 2,908 citizens donated a total of \$28,355 to the Class Scholarship Fund in FY 2006, helping to offset the cost of providing class fee waivers to those in financial need.	<input checked="" type="checkbox"/>	
Continued a Strategic Plan strategy to monitor retention in key revenue areas. Strategies for improving RECenter pass holder retention and implementation of a golfer loyalty program are under development and will be implemented in FY 2007.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

## Park Revenue Fund (170) Performance Measures

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### Administration

1 The FY 2005 Actual reflects an allocation of bond proceeds related to the refunding of the Park Facilities Revenue Bonds, Series 1995.

### Key Performance Measures

#### Goal

To implement Park Authority Board policies and provide high quality administrative and business support to all levels of the Park Authority in order to assist division management in achieving Park Authority mission-related objectives.

### Performance Measurement Results

Workloads continued to increase as a result of the opening of Cub Run RECenter in FY 2005 and the opening of the Laurel Hill Golf Course in FY 2006. Customer satisfaction for FY 2006 was at 97 percent and is expected to decrease to 90 percent by FY 2008. This is the result of increased workload demands without increases to administrative support staff. The division accomplished 73 percent of its work plan objectives for FY 2006, and the division will make every effort to achieve its objective target of 80 percent for FY 2007 and FY 2008.

## Performance Measurement Agency Preview

### 170, Park Revenue Fund Fairfax County Park Authority

#### Administration

##### Objective

To manage expenditures, revenues, and personnel and to provide safety and information technology services for the Park Authority, with at least 90 percent customer satisfaction, while achieving at least 80 percent of the approved administration division's work plan objectives.

##### Performance Indicators

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2004 Actual	FY 2005 Actual	FY 2006 Estimate/Actual	FY 2007	FY 2008
<b>Output</b>					
Annual budget expenditures administered	\$21,315,310	\$22,772,089	\$24,573,907 / \$25,439,419	\$28,473,669	\$31,569,698
Employees served	2,623	2,967	2,749 / 3,082	2,800	2,950
PC's, servers, and printers	553	644	670 / 681	681	701
<b>Efficiency</b>					
Expenditure per Purchasing/Finance SYE	\$926,753	\$1,012,093	\$1,092,174 / \$1,130,641	\$1,265,496	\$1,403,098
Agency employees served per HR SYE	309	371	344 / 342	350	369
IT Components per IT SYE	92.17	107.33	111.67 / 100.00	113.50	116.83
<b>Service Quality</b>					
Customer satisfaction	96%	91%	75% / 97%	95%	90%
<b>Outcome</b>					
Percent of annual work plan objectives achieved	85%	77%	80% / 93%	80%	80%

# **Park Revenue Fund (170) Performance Measures**

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## **Golf Enterprises**

### **Key Performance Measures**

#### **Goal**

To operate and maintain quality golf facilities, programs, and services for the use and enjoyment of Fairfax County citizens and visitors; plan for future golf needs countywide; and provide opportunities and programs that enhance the growth of the sport as a life-long leisure activity.

#### **Performance Measurement Results**

In FY 2006, rounds played increased by 7.9 percent due primarily to two factors: the opening of Laurel Hill Golf Club in October 2005, and better weather conditions than in FY 2005, when rounds were down 8.1% from the prior year (FY 2004). The cost recovery estimate of 125.13 percent was not met, in part due to the delay in the opening of Laurel Hill – staff were on board the entire fiscal year, though no revenue was generated in the first quarter. Larger-than-expected increases in utility costs and related petroleum-based product costs also negatively affected cost recovery.

The Service Quality outcome of this survey reflects the percent of respondents who rated their satisfaction as 8, 9, or 10 on a scale of 1 to 10, with 1 as “worst” and 10 as “best” quality. The satisfaction rating at the end of FY 2006 is 64 percent, 3.7 percentage points higher than in FY 2005. The Park Authority will strive to maintain the 64 percent target by being more responsive to customer input and needs as identified in the survey results. Information derived from recent focus groups will provide the foundation on which to build plans for improvement.

## Golf Enterprises

### Objective

To increase the number of golf rounds played to nearly 340,000, while maintaining the overall satisfaction rating for golfers at 64 percent.

### Performance Indicators

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2004 Actual	FY 2005 Actual	FY 2006 Estimate/Actual	FY 2007	FY 2008
<b>Output</b>					
Rounds played	322,526	296,307	322,233 / 319,595	332,677	340,000
<b>Efficiency</b>					
Expense/rounds played	\$18.90	\$21.66	\$24.56 / \$25.88	\$25.83	\$27.62
<b>Service Quality</b>					
Percent "Very" Satisfied	62%	59%	64% / 64%	64%	64%
<b>Outcome</b>					
Percent change in rounds played	7.9%	(8.1%)	8.7% / 7.9%	3.1%	2.2%

**Objective**

To maintain cost recovery at a minimum of 123 percent. (1)

**Performance Indicators**

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2004 Actual	FY 2005 Actual	FY 2006 Estimate/Actual	FY 2007	FY 2008
<b>Output</b>					
Gross revenue	\$8,145,188	\$7,871,665	\$9,904,875 / \$9,938,928	\$10,574,708	\$11,484,361
<b>Efficiency</b>					
Revenue per round	\$25.25	\$26.57	\$30.74 / \$31.10	\$31.79	\$33.78
<b>Outcome</b>					
Cost recovery percentage (1)	133.59%	122.60%	125.13% / 120.16%	123.04%	122.30%

(1) The Course Condition rating was eliminated as a key performance measure. The rating is only assessed every four or five years, thus it does not lend itself to year-to-year comparisons.

# Park Revenue Fund (170) Performance Measures

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REC Activities 

## Key Performance Measures

### Goal

To provide financially self-sufficient recreational facilities and services that meet the expectations of the citizens of Fairfax County in order to enhance their quality of life by providing opportunities to develop lifetime leisure pursuits.

### Performance Measurement Results

Service Quality data is collected via household surveys. The external survey tool is designed to measure how important various park resources or services are in the lives of Fairfax County households. The Service Quality outcome of this survey reflects the percent of respondents who rated their satisfaction as 8, 9 or 10 on a scale of 1 to 10, with 1 as "worst" and 10 as "best" quality. The satisfaction rating at the end of FY 2006 is 72 percent, 3 percent below the target of 75 percent and 2 percent above the FY 2005 results. The Park Authority will strive to achieve the 75 percent target for FY 2007 and FY 2008 by being more responsive to customer input and needs as identified in the survey results. Specific strategies will be developed using information from a recent customer satisfaction survey. The percent of households indicating park/recreation services are "very" important or "extremely" important to their quality of life was 80 percent for FY 2006. In FY 2006, The Park Authority achieved a rate of 5.79 service contracts per household, higher than the goal of 5.6, and will continue to try to maintain this goal level in future years.

## REC Activities

### Objective

To achieve and maintain a rate of 5.6 service contacts per household, and a customer satisfaction rating of 75 percent in order to provide opportunities for Fairfax County citizens to enhance their recreational, fitness, health, and leisure activities while learning about linkages between these resources and a healthy community and personal life.

### Performance Indicators

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2004 Actual	FY 2005 Actual	FY 2006 Estimate/Actual	FY 2007	FY 2008
<b>Output</b>					
Service contacts	2,022,795	2,129,905	2,167,903 / 2,224,733	2,206,142	2,228,464
<b>Efficiency</b>					
Service contacts per household	5.38	5.64	5.64 / 5.79	5.64	5.60
<b>Service Quality</b>					
Percent "Very" Satisfied	71%	70%	75% / 72%	75%	75%
<b>Outcome</b>					
Percent of households indicating parks/recreation services are "very" important or "extremely" important to their quality of life	72%	78%	75% / 80%	78%	78%

# Park Revenue Fund (170) Performance Measures

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## Resource Management

### Key Performance Measures

#### Goal

To maintain and expand the availability of division services, programs, publications and facilities for citizens of Fairfax County and visitors of our parks in order to provide opportunities for education and appreciation of their natural and cultural heritage.

#### Performance Measurement Results

The number of Visitor Contacts represents actual counts of those visitors participating in Resource Management division (RMD) programs, events or other services and does not include other visitors who use RMD parks and facilities in unstructured activities.

The Park Authority's Performance Measurement Satisfaction survey is designed to measure the importance of various park resources or services in the lives of Fairfax County households. The Service Quality outcome of this survey reflects the percent of respondents who rated their satisfaction as 8, 9 or 10 on a scale of 1 to 10, with 1 as "worst" and 10 as "best" quality. The percentage of visitors who were "very" satisfied with programs and services in FY 2006 was 75 percent and is expected to remain at 75 percent in FY 2007 and FY 2008. In FY 2006 there was a significant percent increase in the number of visitor contacts due to the opening of the Visitors Center at Frying Pan Farm Park. In FY 2007 and FY 2008 there are not any new facilities opening so the increase will not be as significant. The Quality of Life outcome reflects the percent of respondents who indicated that park resources or services were "extremely" or "very" important, when given the choices of "extremely, very, somewhat or not at all" important. The percent of households indicating that natural, cultural and horticultural resources, facilities and services are "extremely" or "very" important to quality of life is 72 percent for FY 2006 and is expected to remain the same for FY 2007 and FY 2008.

## Resource Management

### Objective

To increase visitor contacts by 3.5 percent, while maintaining a customer satisfaction rating of 75 percent in response to citizens' requests for information and education regarding Fairfax County's natural, cultural, and horticultural resources and heritage. (1)

### Performance Indicators

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2004 Actual	FY 2005 Actual	FY 2006 Estimate/Actual	FY 2007	FY 2008
<b>Output</b>					
Visitor contacts	197,489	202,523	207,465 / 219,902	227,909	235,886
<b>Efficiency</b>					
Visitors contacts per household	0.55	0.54	0.54 / 0.57	0.58	0.59
<b>Service Quality</b>					
Percent of visitors "very" satisfied with programs and services	74%	72%	75% / 75%	75%	75%
<b>Outcome</b>					
Percent of households indicating that natural, cultural and horticultural resources, facilities and services are "extremely" or "very" important to quality of life	63%	69%	70% / 72%	72%	72%
Percent change in number of visitor contacts	21.8%	2.5%	2.4% / 7.9%	3.5%	3.5%

(1) In FY 2006 there was a significant percent increase in the number of Visitor contacts due to the opening of the Visitors Center at Frying Pan Farm Park. In FY 2007 and FY 2008 there are not any new facilities opening so the increase will not be as significant.

**FAIRFAX COUNTY PARK AUTHORITY  
FY 2008 CAPITAL EQUIPMENT REQUEST  
SUMMARY BY COST CENTER  
FUND 170**

Administration	\$0
Golf Enterprises	\$187,000
REC Activities	\$0
Resource Management	\$0
<b>Total Fund 170 Capital Equipment Request</b>	<b><u>\$187,000</u></b>

## CHARACTER 60 - DETAILED SUMMARY

Fund: 170

A = Additional Item

R = Replacement Item

FY2008 REQUEST

Division	Site	Description		Quantity	Amount
Golf Enterprises					
	Burke Lake	Composting toilet-Burke Lake	A	1	17,000
		Utility tractor w/loader & backhoe-Burke Lake	R	1	30,000
		Club Car with cage enclosure-Burke Lake	R	1	10,000
	Greendale	Progressive Tri-deck mower-Greendale	R	1	10,000
	Jefferson	Top dresser-Jefferson	R	1	26,000
	Oak Marr	Greens King IV mower-Oak Marr	R	1	16,500
		Range Gator Vehicle-Oak Marr	R	1	10,000
	Pinecrest	Rotary blade mower-Pinecrest	R	1	6,000
	Twin Lakes	160 Gallon Spray Tank 1999 #B00188-Twin Lakes	R	1	8,500
		Large Area Top Dresser-Twin Lakes	A	1	20,000
		Thatcher Attachment 60"-Twin Lakes	A	1	10,000
		Tri-Plex Mower PA#974 1998	R	1	23,000
<b>Subtotal</b>					<b>\$ 187,000</b>

**TOTAL CAPITAL EQUIPMENT FUND 170** **\$ 187,000**

# CHARACTER 60-SUMMARY

4/26/2006

AGENCY/FUND 51-Park Authority Fund: 170

A = Additional Item  
R = Replacement Item

FY2008 REQUEST

## CAPITALIZED EQUIPMENT Fund 170 (Object Code 651)

<u>Index</u>	<u>Subobject</u>	<u>Item</u>		<u>Quantity</u>	<u>Amount</u>
<u>Cost Center: Golf Enterprises</u>					
<u>Burke Lake</u>					
519421	6540	Composting toilet-Burke Lake	A	1	17,000
519421	6504	Utility tractor w/loader & backhoe-Burke Lake	R	1	30,000
519421	6504	Club Car with cage enclosure-Burke Lake	R	1	10,000
					<u>57,000</u>
<u>Greendale</u>					
519454	6503	Progressive Tri-deck mower-Greendale	R	1	10,000
					<u>10,000</u>
<u>Jefferson</u>					
519488	6503	Top dresser-Jefferson	R	1	26,000
					<u>26,000</u>
<u>Pinecrest</u>					
519512	6503	Rotary blade mower-Pinecrest	R	1	6,000
					<u>6,000</u>
<u>Oak Marr</u>					
519223	6503	Greens King IV mower-Oak Marr	R	1	16,500
519923	6504	Range Gator Vehicle-Oak Marr	R	1	10,000
					<u>26,500</u>
<u>Twin Lakes</u>					
519546	6503	160 Gallon Spray Tank 1999 #B00188-Twin Lakes	R	1	8,500
519546	6503	Large Area Top Dresser-Twin Lakes	A	1	20,000
519546	6503	Thatcher Attachment 60"-Twin Lakes	A	1	10,000
519546	6503	Tri-Plex Mower PA#974 1998	R	1	23,000
					<u>61,500</u>

TOTAL CAPITALIZED EQUIPMENT (Object Code 651)

\$187,000

TOTAL - GOLF ENTERPRISES

\$187,000

**CHARACTER 60 - FORM 1**  
**CAPITAL EQUIPMENT (\$5,000 and above)**

<b>FUND:</b>	170
<b>AGENCY:</b>	51-Park Authority
<b>COST CENTER/ACTIVITY:</b>	
<b>PROJECT/DETAIL:</b>	Golf Enterprises

Index Code	Subobject Code	Requested Item	Quantity	UNIT Cost	Additional (A) or Replacement (R)
519488	6503	Top dresser-Jefferson	1	\$26,000	®
519546	6503	160 Gallon Spray Tank 1999 #B00188-Twin Lakes	1	\$8,500	®
519546	6503	Large Area Top Dresser-Twin Lakes	1	\$20,000	(A)
519546	6503	Thatcher Attachment 60"-Twin Lakes	1	\$10,000	(A)
519421	6540	Composting toilet-Burke Lake	1	\$17,000	(A)
<b>Total</b>				<b>\$81,500</b>	

**JUSTIFICATION:**

The topdresser will replace the current unit which has exceeded its life expectancy and requires frequent repairs to keep it functioning. At present the drive chains and conveyor belts are not properly functioning, creating sub-standard playing conditions. The 160 gallon spray tank is used to spray pesticides on greens and tees and is in need of major overhauls to the hydraulic pump and all rubber hoses and fittings are in need of replacement. Equipment surveys have been completed by the Park Operations Vehicle/Equipment Fleet Manager. The two additional pieces of equipment will be needed to support the conversion of the fairways on the Oaks course from ryegrass to bentgrass. Conversion will begin in August of 2006 and will last for 3 to 5 years this will improve playing conditions and increase revenue. The self contained composting toilet is required to enhance our service to our customers. At present there is no unit located on the back 9 holes of the golf course.

**DMB RECOMMENDATION:**

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**CHARACTER 60 - FORM 1**  
**CAPITAL EQUIPMENT (\$5,000 and above)**

<b>FUND:</b>	170
<b>AGENCY:</b>	51-Park Authority
<b>COST CENTER/ACTIVITY:</b>	Golf Enterprises
<b>PROJECT/DETAIL:</b>	

Index Code	Subobject Code	Requested Item	Quantity	UNIT Cost	Additional (A) or Replacement (R)
519454	6503	Progressive Tri-deck mower-Greendale	1	\$10,000	R
519223	6503	Greens King IV mower-Oak Marr	1	\$16,500	R
519512	6503	Rotary blade mower-Pinecrest	1	\$6,000	R
519546	6503	Tri-Plex Mower PA#974 1998-Twin Lakes	1	\$23,000	R
<b>Total</b>				<b>\$55,500</b>	

<b>JUSTIFICATION:</b>
The progressive tri-deck mower is needed to provide a superior cut for 50+ acres of rough. This unit will allow our crew to be more efficient and cause less injury to the turf thus diminishing disease and increasing customer satisfaction. The Greens King mower is also 7 years old and is experiencing high repair costs as it has exceeded its normal life expectancy. The hydraulic system has experienced failures over the past year resulting in extended down time and damaged turf. The rotary blade mower is needed to replace the current unit that was purchased in 1993. A survey completed by the Vehicle/Equipment Fleet Manager identified the need for extensive repairs needed as well as high repair costs over the past 3 years. Tri-Plex Mower #974 is used to mow greens and has experienced unnecessary down time due to numerous engine problems and troublesome hydraulic fluid leakage and power loss.

<b>DMB RECOMMENDATION:</b>

**CHARACTER 60 - FORM 1**  
**CAPITAL EQUIPMENT (\$5,000 and above)**

<b>FUND:</b>	170
<b>AGENCY:</b>	51-Park Authority
<b>COST CENTER/ACTIVITY:</b>	Golf Enterprises
<b>PROJECT/DETAIL:</b>	

Index Code	Subobject Code	Requested Item	Quantity	UNIT Cost	Additional (A) or Replacement (R)
519421	6504	Utility tractor w/loader & backhoe-Burke Lake	1	\$30,000	R
519421	6504	Club Car with cage enclosure-Burke Lake	1	\$10,000	R
519223	6504	Range Gator Vehicle-Oak Marr	1	\$10,000	R
<b>Total</b>				<b>\$50,000</b>	

**JUSTIFICATION:**

The 1989 utility tractor is used at Burke Lake Golf Course and Park on a regular basis and currently needs substantial repairs to the transmission and engine. The tractor has exceeded it's like expectancy and is no longer reliable. The club car utility vehicle is required to be run on a daily basis collecting driving range balls. The current vehicle purchased in 2000 has exceeded it's life expectancy and requires extensive work to the engine to keep it in operation. This vehicle is run constantly during the spring and summer season and is necessary to provide golf balls for our clientele to purchase. The range gator utility vehicle is used on a daily basis, sometimes 8-10 hours a day constantly retrieving golf balls on the driving range. The current vehicle is 7 years old and has exceeded its life expectancy. The vehicle is now facing expensive repairs to the engine and braking system.

**DMB RECOMMENDATION:**

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**ACTION -**

FY 2008 Budget Submission, Fund 303, General County Construction Fund

ISSUE:

Approval of the FY 2008 General County Construction Fund (Fund 303) budget submission to the Department of Management and Budget.

RECOMMENDATION:

The Park Authority Director recommends approval of the FY 2008 General County Construction Fund (Fund 303) budget submission.

TIMING:

Board action is on September 27, 2006 and the submission is due to the Department of Management and Budget on September 29, 2006.

BACKGROUND:

The FY 2008 Budget submission for Fund 303 is \$11,001,269 as compared to the FY 2007 Adopted budget of \$8,789,868, an increase of \$2,211,401. The FY 2008 request includes:

- \$625,000 for critical repair and stabilization of new properties conferred to the Park Authority and to reestablish a \$200,000 contingency fund.
- \$600,000 to fund ADA requirements to retrofit various Park Authority facilities.
- \$1,976,882 for routine operational maintenance of park facilities such as trails, tennis, playgrounds, bridges, picnic areas, sidewalks, etc. and unmet maintenance needs for mowing, trails, park roads and parking lots.
- \$470,000 for park facility maintenance needed for equipment, buildings and support systems.
- \$1,097,016 for continued maintenance planning and design for Laurel Hill Maintenance.
- \$2,496,832 for the continuation of the athletic field maintenance program on 275 park athletic fields.
- \$1,634,185 to maintain athletic fields for all elementary and middle schools by mowing 28 times per year, aeration, and full seeding. In FY 2006 funding was redirected from the Department of Community and Recreation Services into this program for an expansion of school field maintenance.

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- \$1,000,000 for Synthetic Turf Field Development. The funding was transferred from Department of Community and Recreation Services in FY 2006.
- \$1,101,354 for debt payment for Salona for payment by the Park Authority.

The Park Authority's cover memo to the Department of Management and Budget addresses the critical issues facing the Authority for FY 2008. Critical issues include the need for an additional \$989,806 for baseline operational maintenance and \$374,000 to begin the retrofit portion of the Energy Management Program.

FISCAL IMPACT:

The County's cost of the Fund 303 allocation request for the Park Authority is \$11,001,269 for FY 2008, an increase of \$2,211,401 over the FY 2007 Adopted Budget Plan.

ENCLOSED DOCUMENTS:

- Attachment 1: Memorandum to Susan Datta, Director of the Department of Management and Budget from Michael A. Kane dated September 29, 2006, RE: FY 2008 Park Authority General County Construction Fund (303) Submission
- Attachment 2: Fairfax County Park Authority Fund 303, FY 2008 Budget Request Summary
- Attachment 3: Character 60 – Form 1, Capital Equipment (\$5,000 and above)

STAFF:

Michael A. Kane, Director  
Timothy K. White, Chief Operating Officer  
Miriam C. Morrison, Director, Administration Division  
Seema Ajrawat, Fiscal Administrator  
Susan Tavallai, Senior Budget Analyst



**FAIRFAX COUNTY PARK AUTHORITY**  
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**MEMORANDUM**

**Attachment 1**

**DRAFT**

**TO:** Susan Datta, Director  
Department of Management and Budget

**FROM:** Michael A. Kane, Director  
Fairfax County Park Authority

**DATE:** September 29, 2006

**SUBJECT:** FY 2008 Park Authority General County Construction Fund (303) Submission

Attached is the Park Authority's Fund 303, General County Construction budget submission in the amount of \$11,001,269, a \$2,211,401 increase over the FY 2007 Adopted Budget level. The Park Authority Board approved the FY 2008 General County Construction Fund (Fund 303) budget submission on September 27, 2006.

The FY 2008 budget requests which are at the same funding level as the FY 2006 Adopted Budget Plan include the following:

- \$470,000 funding for Park Facility Maintenance to continue minimum sustainable maintenance levels of operating equipment, buildings and support systems.
- \$1,000,000 funding for Synthetic Turf Field Development to continue matching funds provided by athletic user groups to construct synthetic turf fields at parks and school fields.

The Park Authority is requesting increases to funding budgeted for the FY 2008 Adopted Budget Plan, as follows:

- An increase of \$200,000 (from \$425,000 to \$625,000) for Critical Repair and Stabilization of Structures, for the repair and stabilization of properties and for a contingency fund for emergencies.
- An increase of \$300,000 (from \$300,000 to \$600,000) for American with Disabilities Act Retrofit Projects. Needs includes funding to retrofit the outdoor restroom at Lake Fairfax, including parking and an accessible route to the picnic pavilion.
- An increase of \$989,806 (from \$987,076 to \$1,976,882) for the routine operational maintenance to address unmet maintenance needs for mowing, trails, park roads and parking lots, and address multi-year deferred maintenance on aging park infrastructure. This is a critical issue for the Authority as noted in the attached memo below.
- An increase of \$259,501 (from \$837,515 to \$1,097,016) for Laurel Hill Maintenance to continue planning and design, maintenance and security for Laurel Hill Golf Course.

- An increase of \$216,448 (from \$2,280,384 to \$2,496,832) for Park Athletic Field Maintenance). Additional funding is needed to meet new field development and field improvement requirements, and rising utility costs.
- An increase of \$91,705 (from \$738,648 to \$830,353) for the FCPS Athletic School Field Maintenance Program to meet established maintenance standards for field conditions and assure safety and playability. Additional funding includes contract increases for repair of ball fields, increased fuel and labor costs for contract mowing and turf maintenance, and maintenance to regular mowing standards.
- An increase of \$52,587 (from \$751,245 to \$803,832) for the Expanded School Field Maintenance Program. Additional funding is needed for increases in fuel and labor costs associated with contract service expenses and infield mix expenses.
- An increase of \$101,354 (from \$1,000,000 to \$1,101,354) for the Salona interest and principal payment due for FY 2008.

### **Critical Issues**

The Authority will be facing great challenges in the upcoming years to meet its Strategic Plan goals and goals that link to the broader Board of Supervisors Priorities and County Vision Elements. Not funding critical needs, necessary to meet and overcome issues the agency faces in the years ahead, will set the Authority back and impact operations. The challenges facing the Authority, which require additional funding in Fund 303, include Baseline Maintenance and Energy Management.

### **Increase of \$989,806 for Baseline Maintenance (Project #009442)**

As part of the agency Strategic Plan and the County's Vision of Building Livable Spaces, maintenance of assets remains a critical issue for the Authority. The Authority is challenged with rising inventories, rising price rates for contracts and fuel, increased inventory of contract acreage and unmet needs for trails, roads and parking lot maintenance. \$989,806 in additional operational maintenance funding is requested to address unmet needs for mowing, roads and trail maintenance. Existing maintenance funding must be stretched, thereby limiting the ability of the Authority to properly address regular maintenance needs and prevention. Inability to adequately maintain assets will lead to deterioration, inability to meet safety standards and decreased usage. The Authority faces the risks of maintenance matters evolving into costlier renovation or replacements as a consequence of asset degradation from continued limited or deferred maintenance due to limited funding. Without increased funding, sustainable maintenance of all parks is at risk. This funding is requested above and will increase the project budget from \$987,076 to \$1,976,882.

### **\$374,000 to begin Energy Management Retrofits**

A critical need exists for the creation of an Energy Management Program. Energy management is fully aligned with the Park Authority's Strategic Plan and the Board of Supervisors' mutual Environmental Stewardship Vision. As the costs for utilities continues to rise, the impact of doing nothing poses a substantial financial drain to the park system budget. Energy (utility) costs

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represent 6.3% of the General Fund operating budget and 28.4% of the Revenue Fund operating budget. It is critical to begin implementing system adaptations to improve utility efficiency of heating/cooling/lighting and watering systems. This includes finding more energy efficient equipment, more efficient use of existing equipment, remote monitoring of mechanical systems, and finding ways to reduce program and maintenance consumption of energy without adverse impacts on program and activity users. \$374,000 is requested for initial retrofits at select facilities where energy usage is highest. This program cannot begin without identifying funding for replacements and retrofits which will reduce the impact of rising utility bills and limit use of resources. A second phase over five years would provide for a variety of retrofitting projects possibly addressing parking lots, trail lamps, tennis and basketball court lamps, and road lamps. This program is of such urgency that the agency has identified an existing position to be dedicated to energy management.

The Park Authority Board has discussed the agency's critical issues with their Board of Supervisor liaison. [ADD PAB FEEDBACK HERE IF SUPPORT FROM BOS WAS RECEIVED-- OR RESULTS OF MEETINGS.]

If you have any questions please contact Seema Ajrawat at (703) 324-8780 or Susan Tavallai at (703) 324-8509.

Attachment

cc: Robert Stalzer, Deputy County Executive  
Timothy White, Deputy Director, Park Authority  
Miriam Morrison, Director, Administration Division  
Angela Annibale, Budget Analyst, Department of Management and Budget  
Martha Reed, Budget Manager, Department of Management and Budget

**Fairfax County Park Authority  
Fund 303  
FY 2008 Budget Request Summary**

<b>Non-Recurring Funding</b>		<b>FY 07 Adopted</b>	<b>FY08 Request</b>	<b>Additional Request (Variance)</b>
009417	Corrective Repairs-General Fund Assets Contingency- Emergency Repairs	\$425,000	\$625,000	\$200,000
009416	American w/Disability Act Retrofit	\$300,000	\$600,000	\$300,000
<b>Total Non-Recurring Funding:</b>		<b>\$725,000</b>	<b>\$1,225,000</b>	<b>\$500,000</b>
<b>Recurring Funding</b>				
009442	Parks-Ground Maintenance	\$987,076	\$1,976,882	\$989,806
009443	Parks-Facility Maintenance	\$470,000	\$470,000	\$0
009444	Laurel Hill	\$837,515	\$1,097,016	\$259,501
005009	Athletic Field Maintenance	\$2,280,384	\$2,496,832	\$216,448
005006	Park Maintenance at FCPS Athletic Fields	\$738,648	\$830,353	\$91,705
0050012	Field Application Fee Enhanced Maintenan	\$751,245	\$803,832	\$52,587
0050013	Synthetic Turf Field Development	\$1,000,000	\$1,000,000	\$0
009494	Salona Property	\$1,000,000	\$1,101,354	\$101,354
<b>Total Recurring Funding:</b>		<b>\$8,064,868</b>	<b>\$9,776,269</b>	<b>\$1,711,401</b>
<b>AGENCY TOTAL REQUEST:</b>		<b>\$8,789,868</b>	<b>\$11,001,269</b>	<b>\$2,211,401</b>

**FY 2008 BUDGET ISSUES**  
**County Construction Fund (303)**

**Non- Recurring**

**1. Critical Repair and Stabilization of Structures**

**\$625,000**

Project: 009417

Fund: 303

The current fiscal year condition assessment has identified several sites that require non-recurring funds to support the major repairs and stabilization procedures for properties that would not be possible within the scope of annual resources. These needed repairs include addressing structural deficiencies, replacing roofs, restroom renovation and replacing security systems to ensure that the safety and the needs of the public are met in the daily use of the Park Authority facilities.

- \$75,000 for estimated repairs of Wakefield Chapel to replace the lower level entry stairs, retaining walls and footings. These repairs are necessary in order to protect the structural integrity of the building's foundation. The Wakefield Chapel is one of the historical sites maintained by the Park Authority.
- \$50,000 in estimated costs for a number of security systems that must be replaced at various sites. The systems at Green Spring Manor House, Colvin Run Mill, Dranesville Tavern and several of the nature centers are outdated and in need of replacement.
- \$150,000 in estimated costs for several roof replacements during FY 2008. Included are several picnic shelters, the maintenance shop at Hummer Road and McDannald house.
- \$150,000 in estimated costs for a number of repairs at Mason District Park to include siding replacement on the office/restrooms and the interior renovations of the restrooms.
- \$200,000 in emergency/contingency funding needed to stabilize any new properties conferred to the Park Authority and or any emergency type of structural repairs or building asset repairs that were not foreseen. This funding is critical because the majority of the structures that Park Authority is granted and or supports are 50 years and older with growing repair needs. Also, repairs may be required to address public safety concerns on a contingency basis which often must be addressed right away.

➤ Costs:

FY 07 Adopted: \$425,000 (funded only for non-recurring)

FY 08 Additional Request: \$200,000 (contingency/emergency)

FY 08 Funding Request: \$625,000

**2. Americans with Disabilities Act Retrofit Projects**

**\$600,000**

Project: 009416

Fund: 303

Funds are required to retrofit various Park Authority facilities in compliance with the Americans with Disabilities Act of 1990 (Section 35.150). Under the ADA, the Park Authority is obligated by law to provide equal access to all facilities, programs and services it provides. The original cost to complete all priority #1 projects on the original "Transition Plan" was \$2.7 million. Over

the past 10 years, the Park Authority has been allocated \$1,462,000 for ADA projects and completed work totaling \$1,212,404. For FY 2007, the Park Authority received \$300,000. A critical priority #1 project that remains from the original "Transition Plan" is the retrofit of the outdoor restroom at Lake Fairfax Park. The Park Authority has been retaining budgeted ADA funds for several years to assemble sufficient funds to complete this project. Also, based on a recent update to the "Transition Plan", using new federal standards and guidelines, several additional priority #1 projects have been added to the plan.

The current Transition Plan for ADA compliance of Park Authority facilities reflects an estimated cost of retrofitting to bring all outstanding facilities into compliance at approximately \$934,445. Of this amount, \$115,000 is being funded through annual operating budgets with an additional \$20,000 allocated to sign language interpreting costs in FY 2006.

The top priorities in the Transition Plan are:

- \$385,000 to retrofit the outdoor restroom at Lake Fairfax Park (Hunter Mill), including parking and an accessible route to the picnic pavilion.
- \$500,000 for accessibility improvements to the Lake Fairfax campground camp office and bath house. As a unique facility (the only campground that accommodates RV's in the county), the ADA mandates compliance.
- Accessible routes, parking, and restrooms at Martin Luther King, Jr. Park swimming pool, Blake Lane Park, South Run RECenter, Riverbend Park, Frying Pan Farm Park, Ellanor C Lawrence Park, Burke Lake Park and Canterbury Woods Park.

As a result of these outstanding compliance needs, the County continues to remain susceptible to a very high level of Program Access liability, thus exposing itself to legal complaints with the Justice Department by not effectively meeting the mandates of the ADA.

For FY 2008, the Park Authority recommends funding in the amount of \$600,000. This amount, coupled with remaining fund balance, should provide sufficient funding to complete the mandated retrofit of the all remaining priority #1 projects. Full funding for the project at Lake Fairfax Park will allow the retrofits to occur simultaneously with the planned Core Renovation Bond project and ensure compliance with the law. Lake Fairfax RV camping facility remains our only unique facility inaccessible to persons with disabilities.

- Costs:  
FY 07 Adopted: \$300,000  
FY 08 Additional Request: \$300,000  
FY 08 Request: \$600,000

### **Recurring**

#### **3. Maintenance of Parks and Park Facilities**

**\$1,976,882**

Project: 009442

Fund: 303

Park Operations' Grounds Management Branch is responsible for grounds maintenance on all Park Authority General Fund properties. At the present, total park acreage of 23,677 acres of land, with over 410 park site locations, and 215 miles of trails that require maintenance. The amount

requested is required to address routine maintenance and repairs for park roads and parking lots, bridges, playgrounds, picnic areas, tennis courts, multi-use courts and trails. This funding will be used to perform routine maintenance on park facilities, as well as addressing multi-year deferred maintenance on the aging park infrastructure.

In FY 2008, additional funding of \$989,806 is needed for unmet maintenance needs for trails, park roads and parking lots. The Park Authority property holdings have increased and resources to maintain these properties have not grown at the same rate. Funding is needed for increased inventory of contract mowed acreage and the increased cost of existing contracts. Expanded contract mowing will increase 19%, from 652 acres in FY 2006 to 801 acres in FY 2008 for existing parks, newly acquired parks and new parkland transferred from the Board of Supervisors to the Park Authority. Also, additional funding is required for contract rate increases. Rates are rising for both fuel and labor costs associated with existing contract mowing expenses where costs are expected to exceed to increase from \$35 to \$45 per acre. Funding is also insufficient for trails as the inventory of trails has increased 29% since FY 2003 and this need continues to grow. Trail inventory will again increase with the passage of the FY 2006 Bond which includes \$5 million for trail development. Funding is far below the standard maintenance need. Trail surfaces receive only \$.045 of the standard \$.34 per linear foot for material maintenance costs. Also, roads and parking lot surfaces also receive only \$.292 of the standard \$1.42 per linear feet of material costs.

Insufficient funding will leave the Authority unable to sufficiently maintain properties, repair and replacement costs will increase with time, citizen complaints will increase with eventual decreased use and safety standards will not be able to be met.

- Costs:
  - FY 07 Adopted: \$987,076
  - FY 08 Additional Request: \$989,806
  - FY 08 Funding Request: \$1,976,882

#### **4. Park Facility Maintenance**

**\$470,000**

Project: 009443

Fund: 303

The FY 2007 Adopted Budget for Facilities and Maintenance, is \$470,000. This funding is requested in order to meet the minimum sustainable maintenance levels for 418,626 square feet of Park Authority General Fund buildings and structures. Funding is also needed to maintain building systems such as heating, air conditioning, plumbing and electrical. It is critical that this funding be maintained and allocated in order to prevent the costly deterioration of the facilities due to lack of maintenance.

- Costs:
  - FY 07 Adopted: \$470,000
  - FY 08 Additional Request: \$0
  - FY 08 Funding Request: \$470,000

## **5. Laurel Hill Maintenance**

**\$1,097,016**

Project: 009444

Fund: 303

In FY 2005, the Park Authority completed the Master Plan for Laurel Hill Park. It is our intent to implement the plan in a responsive manner, subject to the availability of funds. We anticipate that some funding will be available through public/private ventures for some proposed uses. However, the Park Authority needs Fund 303 support to accomplish these objectives: 1) Continue planning and design activities associated with future public development objectives so that work can commence when capital improvement funds become available. 2) Cover incurred maintenance/security and operating costs associated with Park Authority ownership of land and facilities at Laurel Hill (This is a joint responsibility between Facilities Maintenance Division and the Park Authority).

In FY2008, additional funding of \$259,501 is requested for continuation of critical work elements, such as developing a Natural Resource Plan, opening areas G & H to the public, begin to develop some infrastructure network, and initial funding for site safety improvements.

➤ Costs:

FY 07 Adopted: \$837,515

FY 08 Additional Request: \$259,501

FY 08 Funding Request: \$1,097,016

## **6. Park Athletic Field Maintenance**

**\$2,496,832**

Project: 005009-FCPA

Fund: 303

Funding for the maintenance of Park Authority athletic fields was transferred from the General Fund (001) to the County Construction Fund (303) in FY 2004. In FY 2008, funding is needed for the costs associated with this program for personnel, operating and capital expenses. The Park Authority provides full service maintenance on 290 athletic fields in parks throughout Fairfax County of which 72 are lighted and 141 are irrigated. In FY 2006, utility costs increased by close to 100 percent. This was attributed to higher utility rates and the addition of 18 new irrigated Athletic Fields and 2 additional lighted fields. Utility increases are expected to continue. Additional funding in the amount of \$216,448 is requested to meet the continued rise in utility costs (\$170,000), new field development (\$40,000), and field improvement requirements (\$6,448).

Continued funding is required to maintain athletic fields in a safe and playable manner consistent with established athletic field standards.

➤ Costs:

FY 07 Adopted: \$2,280,384

FY 08 Additional Request: \$216,448

FY 08 Funding Request: \$2,496,832

## **7. FCPS Athletic Field Maintenance**

**\$830,353**

Project: 005006

Fund: 303

In Fiscal Year 2001, the Park Authority assumed the responsibility for several contracted services aimed at improving the condition of athletic fields at all Fairfax County Public Schools elementary and middle schools and centers; this is currently 176 sites and over 450 fields. Responsibilities include mowing at a frequency of 28 times per year and annual aeration/over-seeding. Continued funding is necessary to meet established maintenance standards for field conditions and assure their safety and playability.

Additional funding of \$91,705 (includes approximately 15% contract price increase and 6% for repair of ball fields) is required for increases in fuel and labor costs associated with both contracted mowing expenses and turf maintenance. In FY 2008, expanded contract mowing will increase to 30 times per year (2 additional mows per year) per field, which will provide more consistent mowing within established standards and the costs are expected to exceed beyond the \$40.00, per mow, per field. This funding will allow for regular mowing standards to be maintained.

➤ **Costs:**

FY 07 Adopted: \$738,648

FY 08 Additional Request: \$91,705

FY 08 Request: \$830,353

## **8. Expanded School Field Maintenance Program**

**\$803,832**

Project: 005012

Fund: 303

Park Authority requires continued funding for expanded contracted services to maintain school fields to standard. In FY 2006, the Department of Community and Recreation Services (DCRS) was funded for the expansion of the FCPS Athletic Field Maintenance program through direct service contracts. This program provides twice weekly infield preparation on elementary, middle and high school game fields (107 fields); Pre or Post-season infield renovations (219 fields); and mowing on High School fields after June 1 (53 fields). Annual maintenance of irrigation systems (at 31 sites/59 fields) and lighting (5 fields) is needed. The latter were installed through both the \$300k and \$800k matching fund programs. In addition to recurring funding from DCRS, a portion of the revenues from the DCRS application fee will be redirected to this program to support expanded maintenance on school fields. All funds will be used for contracted services and will be managed by the Park Authority.

In FY2008, additional funding is needed for increases in fuel and labor costs associated with contract service expenses and under-budgeted infield mix expenses.

➤ **Costs:**

FY 07 Adopted: \$751,245

FY 08 Additional Request: \$52,587

FY 08 Request: \$803,832

**9. Synthetic Turf Field Development - Fund 303, Project 005013**

**\$1,000,000**

Project: 005013

Fund: 303

In FY 2006, funding from the Department of Community and Recreation Services (DCRS) was transferred to the Park Authority to cover synthetic turf field development. These funds are used to match funds provided by athletic field user groups to construct synthetic turf fields at Park and School fields across the County. At the FY 2007 Carryover Budget Review, a new project will be requested to track these costs. Synthetic turf fields are being developed to improve the safety, playability, and availability of existing athletic fields. Without this funding, additional synthetic turf fields will not be constructed which will result in athletic field users playing on less than desirable conditions and a lack of improvement in the County's ability to meet the field allocation needs of its field users.

➤ **Costs:**

FY 07 Adopted: \$1,000,000

FY 08 Additional Request: \$0

FY 08 Request: \$1,000,000

**8. Salona Property****\$1,101,354**

Project: 009494

Fund: 303

On December 28, 2005, the County entered into a long-term conservation easement agreement, the "Salona Agreement", in the amount of \$12,900,000 with the Northern Virginia Conservation Trust and the DuVal family. This agreement permanently preserves 41 acres of open space as a public park in McLean, VA and will be enforced in perpetuity by the Northern Virginia Conservation Trust. The debt payment for Salona needs to be appropriated within this fund for payment by the Park Authority. In FY 2008 the principal and interest payment will be \$1,101,354.

**➤ Costs:**

FY 07 Adopted: \$1,000,000

FY 08 Additional Request: \$101,354

FY 08 Request: \$1,101,354

<b>FY 07 Adopted Budget</b>	<b>.....</b>	<b>\$ 8,789,868</b>
<b>FY 08 Additional Request</b>	<b>.....</b>	<b>\$ 2,211,401</b>
<b>FY 08 Total Funding Request</b>	<b>.....</b>	<b>\$11,001,269</b>

**CHARACTER 60 - FORM 1**  
**CAPITAL EQUIPMENT (\$5,000 and above)**

<b>FUND:</b>	303
<b>AGENCY:</b>	Park Authority / 51
<b>COST CENTER/ACTIVITY:</b>	Area Management
<b>PROJECT/DETAIL:</b>	Athletic Field Maintenance

Index Code	Subobject Code	Requested Item	Quantity	Cost	Additional (A) or Replacement (R)
986190	6504	10' Outfield Mower - Area 5 (930)	1	\$50,000	(R)
986190	6504	10' Outfield Mower - Area 2 (888)	1	\$50,000	(R)
986190	6504	Infield Conditioner - Area 2	1	\$15,000	(R)
<b>Total</b>				<b>\$115,000</b>	

**JUSTIFICATION:**

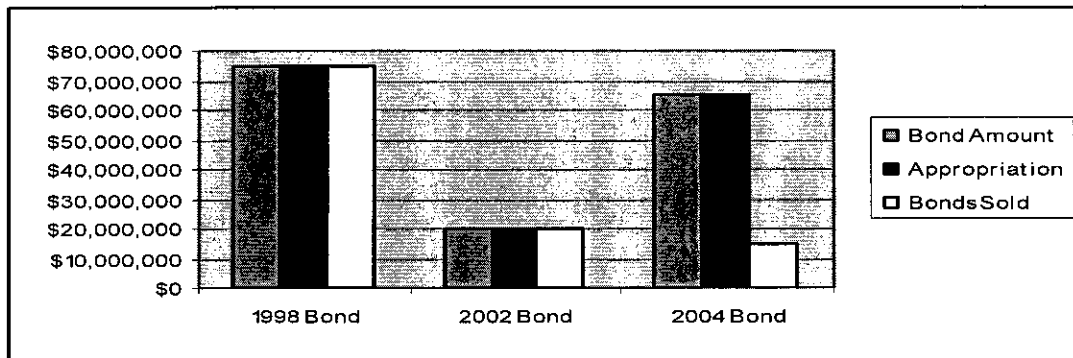
These capital equipment items are used to maintain Athletic Fields and are needed to provide critical support to meet the standards of the agency. This request is an effort to bring equipment and vehicle inventories in line with existing crew requirements and to replace equipment that needs replacing.

**DMB RECOMMENDATION:**

## INFORMATION -

### FY 2008 Budget Submission, Fund 370, Park Authority Bond Construction

The Park Authority had a total of \$75,000,000 authorized bonds from the 1998 Bond Program and \$20,000,000 authorized from the 2002 program in Fund 370 for park land acquisition and development. All bonds associated with the 1998 and 2002 program have been sold. In addition, the Park Authority had \$65,000,000 approved as part of the 2004 Bond Program. The full complement of \$65,000,000 from the 2004 Program has been appropriated. As part of FY 2006 Carryover, the Park Authority requested the appropriation of \$1,350,000 in bond premium that the agency received. Bond sales to date total \$15,000,000, with \$14,270,750 coming to the Park Authority and \$729,250 going to Fund 303 to reimburse the Oak Hill easement; leaving a balance of available bond funds to be sold in the amount of \$51,350,000.



The Park Authority had a balance of \$9,073,356 at the conclusion of FY 2006 in Fund 370, Park Authority Bond Construction. Based on the beginning balance of \$9,073,356, and bond sales in the amount of \$51,350,000, the total for FY 2007 is \$60,423,356 to expend in the Capital Improvement Program for parkland acquisition, development and renovation for Fund 370, Park Authority Bond Construction. These funds represent the full appropriation of funds from the 1998, 2002 and 2004 Park Bond Program.

• Remaining Balance	\$9,073,356
• Scheduled Bond Sales	\$50,000,000
• Bond Premium	<u>\$1,350,000</u>
FY 2007 Total	\$60,423,356

Board Agenda Item  
September 27, 2006

**The Park Authority submission of the FY 2008 Park Authority Bond Construction Fund to the Department of Management and Budget will reflect the current FY 2007 appropriation.** No new funding is requested since all authorized park bond funds have been appropriated. If the fall 2006 Park Bond Referendum is successful, it is anticipated that the Park Authority would request appropriation of those dollars as soon as FY 2007 Third Quarter Review.

FISCAL IMPACT:

The FY 2007 Carryover appropriation request for Fund 370, Park Authority Bond Construction is \$60,423,356.

ENCLOSED DOCUMENTS:

Attachment 1: FY 2008 Fund Statement of Capital Projects - Fund 370, Park Authority Bond Construction

STAFF:

Michael A. Kane, Director  
Timothy K. White, Chief Operating Officer  
Lynn S. Tadlock, Director, Planning and Development Division  
Sandy Stallman, Manager, Park Planning Branch  
Michael Baird, Management Analyst, Park Planning Branch

# FY 2008 FUND STATEMENT

# Attachment 1

## Fund Type P37, Capital Project Funds

## Fund 370, Park Authority Bond Construction

	FY 2006 Actual	FY 2007 Adopted Budget Plan	FY 2007 Revised Budget Plan	FY 2008 Advertised Budget Plan
<b>Beginning Balance</b>	\$20,251,978	\$0	\$9,073,356	\$0
<b>Revenue:</b>				
Sale of Bonds <sup>1</sup>	\$14,270,750	\$0	\$51,350,000	\$0
<b>Total Revenue</b>	\$14,270,750	\$0	\$51,350,000	\$0
<b>Total Available</b>	\$34,522,728	\$0	\$60,423,356	\$0
<b>Total Expenditures</b>	\$25,449,372	\$0	\$60,423,356	\$0
<b>Total Disbursements</b>	\$25,449,372	\$0	\$60,423,356	\$0
<b>Ending Balance</b>	\$9,073,356	\$0	\$0	\$0

<sup>1</sup> The sale of bonds is presented here for planning purposes only. Actual bond sales are based on cash needs in accordance with Board policy. On November 3, 1998, voters approved a \$75.0 million Park Authority Bond Referendum. On November 5, 2002, voters approved a \$20.0 million Park Authority Bond Referendum to support land acquisition and the development of existing park properties. All bonds associated with the 1998 Bond and 2002 Bond have been sold. On November 2, 2004 voters approved \$65 million Park Authority Referendum to continue land acquisition and the development of existing park facilities. As part of the summer 2005 bond sale an amount of \$14.27 million was sold for the Park Authority and .73 million sold to reimburse Fund 303. It should be noted that an additional \$1.35 million has been applied to this fund in bond premium. Following the summer 2005 sale, an amount of \$51,350,000 remains in authorized but unissued bonds associated with the 2004 Bond Referendum.

## INFORMATION -

### FY 2008 Budget Submission, Fund 371, Park Capital Improvement Fund

Fund 371, Park Capital Improvement Fund is the fund for money received from grants, right-of-way fees, easements, proffers, donations, lease payments, interest on pooled investments and transfers from Fund 170, Park Revenue Fund. These funds are used for capital improvements for revenue facilities and park sites where grants, proffers and donations have been received for specific park improvements.

The Park Authority had a balance of \$17,029,498 at the conclusion of FY 2006. As part of this ending balance, the Park Authority received \$4,164,009 in grants, easement fees, proffers, donations, lease payments, interest on pooled investments; and \$210,000 as a transfer from Fund 170, Park Revenue Fund. Based on the beginning balance of \$17,029,498 plus a \$370,000 grant awarded by the Commonwealth of Virginia Transportation Board for Stratton Woods Park, the total for FY 2007 is \$17,399,498. With the reserve set aside for the Golf Revenue Bond in the amount of \$700,000, the reserve set aside for the maintenance and renovation of revenue generating facilities in the amount of \$1,652,432 and the Lawrence Trust Reserve in the amount of \$1,507,926, the available balance for expenditure on capital projects is \$13,539,140. This amount is based on the FY 2006 Carryover approval by the Board of Supervisors on September 11, 2006.

- FY 2006 Remaining Balance                      \$17,029,498
- Receipt of Grant    370,000
- Capital Reserve for Golf Courses                      (700,000)
- Capital Reserve for Maint/Renov of  
Revenue Facilities    (1,652,432)
- Lawrence Trust Reserve                                      (1,507,926)

FY 2007 Total Available                                      \$13,539,140

**The Park Authority submission of the FY 2008 Capital Budget to the Department of Management and Budget will reflect the current FY 2007 appropriation and not request additional funds for FY 2008.** Due to an incorrect audit adjustment made by the Department of Finance in the amount of \$147,363; the FY 2006 Remaining Balance and the Capital Reserve for Maintenance/Renovation of Revenue Facilities was inaccurately reduced by \$147,363. Park Authority staff is working with the Department of Finance and the Department of Management and Budget to correct this mistake and to reflect the correct balances on the fund statement. Fund 371 receives its

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appropriation at the end of the fiscal year as part of the Carryover Review. Any funds received during the current fiscal year will be appropriated during the next Carryover Review in September 2007.

Attached is the fund statement for Fund 371, Park Capital Improvement Fund as currently reflected by DMB. Also attached is a revised fund statement for Fund 371, Park Capital Improvement Fund showing the revised and projected beginning balance and reserves once the audit adjustments are corrected.

FISCAL IMPACT:

The FY 2006 Carryover appropriation request for Fund 371, Park Capital Improvement Fund is \$13,539,140. Funds received during FY 2007 will be requested to be appropriated as part of the FY 2007 Carryover Review. Therefore, no additional funds will be requested to be appropriated in FY 2008.

ENCLOSED DOCUMENTS:

Attachment 1: FY 2008 Fund Statement of Capital Projects - Fund 371, Park Capital Improvement Fund

Attachment 2: FY 2008 Revised Fund Statement of Capital Projects – Fund 371, Park Capital Improvement Fund

STAFF:

Michael A. Kane, Director

Timothy K. White, Chief Operating Officer

Lynn S. Tadlock, Director, Planning & Development Division

Sandy Stallman, Manager, Park Planning Branch

Michael Baird, Management Analyst, Park Planning Branch

# FY 2008 FUND STATEMENT

# Attachment 1

## Fund Type P37, Non-Appropriated Funds

## Fund 371, Park Capital Improvement Fund

	FY 2006 Actual	FY 2007 Adopted Budget Plan	FY 2007 Revised Budget Plan	FY 2008 Advertised Budget Plan
<b>Beginning Balance</b>	<b>\$14,690,653</b>	<b>\$3,726,662</b>	<b>\$17,029,498</b>	<b>\$3,860,358</b>
Revenue:				
Interest	\$658,577	\$0	\$0	\$0
Capital Grants and Contributions <sup>1</sup>	0	0	370,000	0
Other Revenue	3,505,432	0	0	0
<b>Total Revenue</b>	<b>\$4,164,009</b>	<b>\$0</b>	<b>\$370,000</b>	<b>\$0</b>
Transfers In:				
Park Revenue Fund (170) <sup>2</sup>	\$210,000	\$0	\$0	\$0
<b>Total Transfers In</b>	<b>\$210,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Available</b>	<b>\$19,064,662</b>	<b>\$3,726,662</b>	<b>\$17,399,498</b>	<b>\$3,860,358</b>
<b>Total Expenditures</b>	<b>\$2,035,164</b>	<b>\$0</b>	<b>\$13,539,140</b>	<b>\$0</b>
<b>Total Disbursements</b>	<b>\$2,035,164</b>	<b>\$0</b>	<b>\$13,539,140</b>	<b>\$0</b>
<b>Ending Balance <sup>3</sup></b>	<b>\$17,029,498</b>	<b>\$3,726,662</b>	<b>\$3,860,358</b>	<b>\$3,860,358</b>
Lawrence Trust Reserve <sup>4</sup>	\$1,507,926	\$1,507,926	\$1,507,926	\$1,507,926
Repair and Replacement Reserve <sup>5</sup>	700,000	700,000	700,000	700,000
Facilities and Services Reserve <sup>6</sup>	1,518,736	1,518,736	1,652,432	1,652,432
<b>Unreserved Ending Balance</b>	<b>\$13,302,836</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

<sup>1</sup> Reflects revenues from a Recreation Access Program grant awarded by the Commonwealth of Virginia Transportation Board on December 19, 2002 for improvements at Stratton Woods Park (Project 004567).

<sup>2</sup> As part of the FY 2005 Carryover Review, an amount of \$210,000 was transferred from Fund 170 for General Park Improvements.

<sup>3</sup> Capital Projects are budgeted based on total project cost. Most projects span multiple years, from design to construction completion. Therefore, funding for capital projects is carried forward each fiscal year, and ending balances fluctuate, reflecting the carryover of these funds.

<sup>4</sup> This Reserve separately accounts for the Ellanor C. Lawrence monies received for maintenance and renovation to this site. In accordance with the FCPA Board, the principal amount of \$1,507,926 received from the donation will remain intact, and any interest earned will be used according to the terms of the Trust.

<sup>5</sup> The Golf Revenue Bond Indenture requires that a security reserve and capital repair reserve be maintained in the Capital Improvement Plan for repairs to park facilities.

<sup>6</sup> In FY 2001, the Park Authority created a Reserve for the maintenance and renovation of revenue-generating facilities. As a result of FY 2006 Carryover the Reserve was increased by \$133,695 due to interest received in the Facilities and Services Project (004765).

# FY 2008 REVISED FUND STATEMENT

# Attachment 2

## Fund Type P37, Non-Appropriated Funds

## Fund 371, Park Capital Improvement Fund

	FY 2006 Actual	FY 2007 Adopted Budget Plan	FY 2007 Revised Budget Plan	FY 2008 Advertised Budget Plan
<b>Beginning Balance</b>	<b>\$14,838,016</b>	<b>\$3,874,025</b>	<b>\$17,176,861</b>	<b>\$4,007,721</b>
Revenue:				
Interest	\$658,577	\$0	\$0	\$0
Capital Grants and Contributions <sup>1</sup>	0	0	370,000	0
Other Revenue	3,505,432	0	0	0
<b>Total Revenue</b>	<b>\$4,164,009</b>	<b>\$0</b>	<b>\$370,000</b>	<b>\$0</b>
Transfers In:				
Park Revenue Fund (170) <sup>2</sup>	\$210,000	\$0	\$0	\$0
<b>Total Transfers In</b>	<b>\$210,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Available</b>	<b>\$19,212,025</b>	<b>\$3,874,025</b>	<b>\$17,546,861</b>	<b>\$4,007,721</b>
<b>Total Expenditures</b>	<b>\$2,035,164</b>	<b>\$0</b>	<b>\$13,539,140</b>	<b>\$0</b>
<b>Total Disbursements</b>	<b>\$2,035,164</b>	<b>\$0</b>	<b>\$13,539,140</b>	<b>\$0</b>
<b>Ending Balance <sup>3</sup></b>	<b>\$17,176,861</b>	<b>\$3,874,025</b>	<b>\$4,007,721</b>	<b>\$4,007,721</b>
Lawrence Trust Reserve <sup>4</sup>	\$1,507,926	\$1,507,926	\$1,507,926	\$1,507,926
Repair and Replacement Reserve <sup>5</sup>	700,000	700,000	700,000	700,000
Facilities and Services Reserve <sup>6</sup>	1,666,099	1,666,099	1,799,795	1,799,795
<b>Unreserved Ending Balance</b>	<b>\$13,302,836</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

<sup>1</sup> Reflects revenues from a Recreation Access Program grant awarded by the Commonwealth of Virginia Transportation Board on December 19, 2002 for improvements at Stratton Woods Park (Project 004567).

<sup>2</sup> As part of the FY 2005 Carryover Review, an amount of \$210,000 was transferred from Fund 170 for General Park Improvements.

<sup>3</sup> Capital Projects are budgeted based on total project cost. Most projects span multiple years, from design to construction completion. Therefore, funding for capital projects is carried forward each fiscal year, and ending balances fluctuate, reflecting the carryover of these funds.

<sup>4</sup> This Reserve separately accounts for the Ellanor C. Lawrence monies received for maintenance and renovation to this site. In accordance with the FCPA Board, the principal amount of \$1,507,926 received from the donation will remain intact, and any interest earned will be used according to the terms of the Trust.

<sup>5</sup> The Golf Revenue Bond Indenture requires that a security reserve and capital repair reserve be maintained in the Capital Improvement Plan for repairs to park facilities.

<sup>6</sup> In FY 2001, the Park Authority created a Reserve for the maintenance and renovation of revenue-generating facilities. As a result of FY 2006 Carryover the Reserve was increased by \$133,695 due to interest received in the Facilities and Services Project (004765).